Management

EIGHTH ARMY'S POLICIES AND PROCEDURES FOR MUNITIONS MANAGEMENT USING THE TOTAL AMMUNITION MANAGEMENT INFORMATION SYSTEM (TAMIS)

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*This regulation supersedes AK Regulation 5-13, dated 6 October 2009.

FOR THE COMMANDER:

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Summary. This publication was created to complement Army in Korea (AK) Regulation 700-3, Conventional Ammunition, as a means to provide Ammunition Authorization Management responsibilities, policies, and procedures for Eighth Army units using the Total Ammunition Management Information System (TAMIS). AK Regulation 700-3 will continue to be used for ammunition logistics areas of handling, storing, inspecting and transportation.

Summary of Change. This regulation has been substantially changed. A full review of its contents is required.

- o Added paragraph 1-4, Provisions.

- o Rewrite of Chapter 3, TAMIS User Accounts.

- o Rewrite of Chapter 4, Ammunition Requirements.

o   Rewrite of Chapter 5, TAMIS Ammunition Authorizations.

o   Rewrite of Chapter 6, Ammunition Authorization Management and Control.

o   Rewrite of Chapter 7, Forecasting Ammunition Authorizations.

o   Rewrite of Chapter 8, TAMIS Electronic DA Form 581.

o   Removed Chapter 10, Munitions Management Timelines and Recurring Actions, and added Timelines and Recurring Actions to Appendix B.

o   Added requirement to forecast operational load authorizations following the same rules and policies as training ammunition.

o   Added requirement for e581 approving authorities and primary Battalion ammunition managers to attend the 8A TAMIS, STRAC and Ammunition Management course (para 2-4d).

o   Moved the responsibility to TAM Validate Operational Load e581s from 19th ESC to 8A (para 3-1n).

o   Added requirement for Property Book Officers to validate Operational Load e581s (para 3-5c).

o   Added requirement to maintain a set of reports for Disaster Recovery (para 6-5)

o   Renamed Unforecasted Request (UFR) to Ammunition Unforecasted Request (AUR), and updated memo format (para 7-4).

o   Added objectives for MSC and unit forecast versus expenditure rates: 85% monthly objective for units, and 75% quarterly objective for MSCs (para 7-5bc).

o   Added requirement for reporting non-exploding ordnance in TAMIS (para 9-3).

o   Updated the format of the TAMIS User Account Request Form (Appendix E).

o   Eliminated Training and Operational Load ammunition Munitions Change Request.

- o Removed the requirement to submit to 8A TAPER (Training Ammunition Projected Expenditure Report).

- o Removed the requirement for the Ordnance Companies to provide 8A a Weekly ASP SAAS Report.

- o Removed requirement to separate forecasted and unforecasted DODICs on e581s.

- o Administrative changes made throughout the regulation.

Applicability.

a. This publication applies to all Eighth Army Major Subordinate Commands (MSC), tenant units, activities, and off-peninsula units provided Class 5 support by Eighth Army.

b. Per AR 5-13, Total Army Munitions Requirements Process and Prioritization System, areas of munitions management for CONUS-Headquartered and tenant units are managed within the Army Command (ACOM) or Army Service Component Commands (ASCCs) that the units are physically located in. These units will operate in accordance with those theater's policies, procedures and governing regulations.

c. These TAMIS policies and procedures also provide guidance to contingency, deploying, and off-peninsula units supported by Eighth Army. This includes Marine Corps, Air Force and Navy units requesting ammunition from Eighth Army Ammunition Supply Points (ASP)/Ammunition Support Activities (ASA).

Supplementation. Supplementation of this regulation and issuance of command and local forms by subordinate commands are prohibited unless prior approval is obtained from Headquarter (HQ), Eighth Army, G37 (EAOP-TAB), Unit #15236, APO AP 96205-5236.

Forms. AK forms are available at http://8tharmy.korea.army.mil.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System website at https://www.arims.army.mil.

Suggested Improvements. The proponent of this publication is the Eighth Army, Training and Exercise Division, Munitions and KATUSA Operations Branch (EAOP-TAB). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Headquarter, Eighth Army, G37 (EAOP-TAB), Unit #15236, APO AP 96205-5236.

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CONTENTS

CONTENT (CONT)

CONTENT (CONT)

Table List

Chapter 1
Introduction

1-1. Purpose
This publication establishes and prescribes Eighth Army's responsibilities, policies and procedures for ammunition authorization management and the Total Ammunition Management Information System (TAMIS).

1-2. References
Required and related publications are listed in appendix A.

1-3. Explanation of Abbreviations and Terms
Abbreviations and terms used in this publication and common to ammunition management are explained in the glossary.

1-4. Provisions
This regulation includes mandatory procedures and guidance as well as preferred and acceptable method of accomplishment.

    a. The words "shall," "will," and "must" are used to state mandatory requirements. Deviation from these provisions requires a written approval from proponent of this regulation, Eighth Army (8A) G37, EAOP-TAB.

    b. The word "should" indicates an optional or preferred method of accomplishment. Deviation from these provisions requires written authorization from the Brigade Commander and/or Brigade Ammunition Officer.

    c. The word "may" indicates an acceptable or suggested means of accomplishment.

Chapter 2
TAMIS Overview

2-1. Introduction to TAMIS

    a. The Total Ammunition Management Information System (TAMIS) is the Headquarters, Department of the Army (HQDA) munitions requirements generator, prioritization tool, and reporting system for HQDA and subordinate Army organizations. TAMIS is managed by the Army G-3/5/7 Munitions Management Office. TAMIS is continuously being enhanced. Therefore, users should reply on the most current TAMIS User Manual for instruction on how to perform the various functions within TAMIS. The user manual can be downloaded from the TAMIS website.

    b. The HQDA Munitions Management Office uses TAMIS to calculate, validate, approve, and distribute munitions authorizations and collect expenditures from each Army Command, Army Service Component Command, Field Operating Agency, Direct Reporting Unit, and the National Guard. Army commands and other Army organizations use TAMIS to build, prioritize, and sub-authorize (distribute) training munitions authorizations and to build and establish operational requirements for unit combat loads and sustainment loads. The Total Force and the Marine Corps use TAMIS to forecast and approve munitions requirements, process, and validate requests for both operational and training munitions, and to report expenditure metrics and munitions status.

c. TAMIS is a real-time, web-based enterprise information system that processes data defined by the Army as "unclassified but sensitive". TAMIS is the only official Army system for establishing, maintaining, and managing requirements, authorizations, forecasts, requests, and expenditures of ammunition.

d. There are two separate TAMIS websites: the live site found at https://tamis.army.mil and the practice site found at https://training.tamis.org. Both sites look identical; however, only the live site contains current data and is used to provide official reports. The practice site is updated periodically with data from the live site, and is used for user familiarization and training. Users must ensure they are logging into the correct site.

e. TAMIS is accessible via the Internet, in real time, from anywhere in the world. In addition, many tasks in TAMIS can be downloaded to be worked on offline. The files can later be uploaded back into TAMIS.

f. There are eight munitions accounts in TAMIS:

(1) Training munitions are used to meet unit and garrison weapons training requirements. Units undergoing mobilization also consume training munitions.

(2) Combat load (CL) munitions support the initiation of combat operations and are the basic building block of Army war reserve requirements.

(3) Sustainment load (SL) munitions are used to initiate and support a force's operations until more munitions are supplied.

(4) Operational load (OPLOAD) munitions are used to conduct a broad range of day-to-day operational missions.

(5) Operational project (OPROJ) munitions are set aside for a specific unit or mission and have the approval of HQDA.

(6) Test munitions are used for research, development, testing, and evaluation.

(7) New equipment training (NET) munitions are authorized in accordance with TRADOC approved NET plans.

(8) Title 10 munitions are funded and appropriated by Congress specifically to support Geographic Combatant Commanders (GCCs) for training of foreign soldiers participating in humanitarian and civic assistance missions, and Joint Chiefs of Staff exercises with foreign nations.

2-2. Purpose of TAMIS

a. TAMIS is the only official Army system for establishing, maintaining, and managing requirements, authorizations, forecasts, requests, and expenditures of ammunition. Specific functions of TAMIS include:

b. Calculating and managing Training and Program of Instruction (POI) ammunition requirements.

c. Calculating and managing Combat and Sustainment Load requirements.

d. Assembling, generating, and managing operational load (OPLOAD), test, new equipment training (NET), Title 10, and operational project (OPJ) requirements from source data and user defined mission inputs.

e. Managing all training, operational, and test ammunition authorizations.

f. Managing and publishing (in conjunction with the Army Publishing Directorate) the DA Pamphlet (Pam) 350-38 resourcing guide for training and operational load munitions requirements.

g. Enabling the preparation and management of unit level munitions forecasts.

h. Enabling the preparation, validation, and routing of electronic, digitally signed, requests for munitions.

i. Collecting, assembling, and reporting munitions expenditure data.

j. Preparing each command level's stockage objectives.

k. Providing analytical tools to analyze requirements, forecasts, and expenditure data.

l. Providing munitions data to logistics and C2 information systems.

2-3. TAMIS User Accounts

a. The Eighth Army G37, EAOP-TAB Ammunition Manager controls TAMIS access to the Live site for all Army users stationed in Korea. Army Regulation (AR) 5-13, Total Army Munitions Requirements Process and Prioritization System requires Army Commands to manage user access to TAMIS, and ensure proper controls are in place to prevent untrained personnel from accessing the system.

b. Eighth Army's control policy is to require a certificate of successful TAMIS training prior to gaining access to the TAMIS Live site. An acceptable certificate of training for unit level managers can be from either a course given by personnel from Eighth Army G37, (EAOP-TAB), CONUS Installation level Commands, a TAMIS contractor, or from HQDA sponsored on-line training. Primary managers at battalion level or above, and all e581 approvers must have an 8A TAMIS certificate of training. An exception for having a certificate is allowed for Quality Assurance Specialist Ammunition Surveillance (QASAS) personnel who only require user rights for reports. The ASP's Accountable Officer can provide a memorandum to Eighth Army stating that the Accountable Officer provided the QASAS training on logging into TAMIS, navigating the system, and generating reports.

c. Every activity that has an ammunition authorization in TAMIS must have, but is not limited to, two (2) TAMIS operators: one (1) primary and one (1) alternate. Additional TAMIS users will include 19th ESC SPO, Munitions; Property Book Officers; and ASP personnel. Both the primary and alternate must be able to perform all applicable functions of TAMIS for their activity such as sign, validate, approve/disapprove or accept/not-accept a request. With an exception for 19th ESC SPO, Munitions, and ASP Standard Army Ammunition System (SAAS)/TAMIS only operators; TAMIS accounts will only be created for requests submitted by the unit's e581 approving authority. The 19th ESC SPO Munitions Branch Chief Supply Section and ASP Accountable Officers will submit account requests for their personnel.

d. To gain access to the TAMIS Live site, personnel will fill in Part A of the TAMIS User Account Request form shown in appendix D, and email it to their e581 approving authority with a digital copy of their TAMIS training certificate and duty appointment orders. The e581 approving authority will verify the individual is on duty appointment orders, does not already have an active TAMIS account, complete Part B of the request form, and send both the request form and certificate of TAMIS training to Eighth Army G37, EAOP-TAB. The e581 approving authority will maintain a digital copy of the individual's duty appointment orders.

e. Active TAMIS accounts affiliated with a command outside of Eighth Army will not be affiliated with Eighth Army. Personnel requiring TAMIS access in Eighth Army must ensure previous accounts are inactivated, and then follow the instructions in the above paragraph. This is to prevent an Eighth Army user from having access to a unit's data that is outside of Eighth Army.

f. User affiliation changes can be made within the Eighth Army hierarchy, as well as user rights. The e581 approving authority will send a digitally signed email to Eighth Army G37, EAOP-TAB to request a change to a current active user's affiliations or users rights. A TAMIS User Request form will not be used for this purpose.

g. All Eighth Army TAMIS users will send a request to their e581 approving authority requesting their account be inactivated within ten (10) days of no longer performing TAMIS duties.

h. The e581 approving authority will manage user access on the TAMIS Practice site.

i. The current TAMIS User Account Request Form for the Live site is located in appendix D, and can be downloaded from the Eighth Army's Portal under G37, https://army.deps.mil/army/cmds/8A/G37/Pages/default.aspx. The request form is subject to change. The form version found on the portal will be the only version accepted for account creation.

j. See the TAMIS User Manual for updated instructions on logging into the TAMIS Website.

2-4. TAMIS and Munitions Management Training

a. Eighth Army G37 (EAOP-TAB) provides several classes that provide training on TAMIS, STRAC and ammunition management each fiscal year (FY). A class schedule for the upcoming FY will be provided to MSC Ammunition managers and School NCOs annually, usually in July or early August. Additional classes may be scheduled based on user requests and available funding.

b. Objective: To provide meaningful in-depth training with interactive student participation, to ensure real-world productivity and implementation in the workplace.

c. Prerequisites: Students attending this training must meet the following minimum requirements:

(1) Have a Common Access Card (CAC).

(2) Know their ammunition management duties, and what type accounts they will manage (training, operational load, combat load).

(3) Know what level in the TAMIS hierarchy they will be managing ammunition (Company, Battalion etc.).

(4) Be proficient with using a computer and Internet Explorer.

(5) Be familiar with Microsoft Office (Excel, PowerPoint, Word).

(6) Be proficient in basic mathematics (add, subtract, divide, multiply).

(7) Be familiar with qualifying on the following weapons: M9 pistol, M16/M4 rifle, M249 squad automatic weapon (SAW), M240B/L 7.62mm medium machinegun, M2 .50 machinegun, M203/320 grenade launcher, and MK19 grenade machinegun.

d. Primary TAMIS and ammunition managers at the MSC and e581 approving levels, and primary training ammunition managers at the battalion level are required to attend the Eighth Army full course; usually a 4-day course. This course is also available to alternate battalion level and above training ammunition managers based on available seating. These managers will then provide ammunition management training and additional TAMIS training to personnel who attended Eighth Army shorter classes, training outside of Eighth Army, or completed the on-line TAMIS course. Property Book Officers and assistant Property Book Officers will attend an Eighth Army one-day TAMIS class. One-day TAMIS classes will be scheduled upon request.

e. To request attendance for training, MSC munitions managers or School NCOs will submit a consolidated list of names no later than (NLT) one (1) week prior to the start date of training. Due to limited seats, only one person per unit will be accepted. Alternates may be submitted one week from the class start date, and will be given a slot if seats are available. Requests will be submitted by email to Eighth Army EAOP-TAB TAMIS class instructor, in an MS Excel spreadsheet, in the exact format shown below:

MSC	Rank	Last Name	First Name	Unit	Phone Number	Military Email Address

f. Personnel scheduled to attend TAMIS classes will be exempt from all other duties during the scheduled class dates. Personnel missing more than one hour block of instruction will be dropped from the class.

g. Classes in Yongsan are conducted on Camp Coiner in Building 1192, Room #203. Classes outside of Yongsan are usually conducted in Digital Training Facilities (DTF). Below are the building numbers and phone numbers for Korea's DTFs.

Table 2-1
The building numbers and phone numbers for Korea's DTFs

DTF Camp and City	DTF Building Number	Phone Number
Camp Hovey, Dongduchon	Building 3671	730-5441/5430
Camp Casey, Dongduchon	Buildings 55	730-1248
Camp Humphreys, Pyongtaek	Building 302	753-7558
Camp Carroll, Waegwan	Building 205	765-8948
Camp Henry, Taegu	Building 1131	768-7911

Chapter 3
TAMIS Responsibilities

3-1. ACofS, G37, Training and Exercise Division, (EAOP-TAB)
is responsible for -

a. The complete management of all functions associated with TAMIS to include the establishment of Eighth Army's TAMIS Hierarchy, and the development and enforcement of TAMIS' regulations, responsibilities, policies, and procedures.

b. Having at least two (2) TAMIS operators that are properly trained and on duty appointment orders to perform required duties.

c. Managing TAMIS user access and user rights for all Eighth Army users, and ensuring that proper controls are in place throughout the command to prevent untrained personnel from accessing the system.

d. Providing an ammunition management and TAMIS Customer Support help desk.

e. Providing TAMIS, STRAC, and munitions management training.

f. Designating at least two personnel on DA Form 1687 as e581 approvers authorized to sign block 14c on e581s for Eighth Army separate units. Prepare DA Form 1687s, and send them to supporting ASPs with Assumption of Command orders or Appointment orders. Maintain an ASP stamped copy of the DA Form 1687s on file.

g. Maintaining the TAMIS e581 Approval Setup for all Eighth Army units by authorization account and UIC.

h. Assigning the requestors, validators, and approvers for Eighth Army separate units.

i. Turning back excess ammunition authorizations to USARPAC using TAMIS as directed by USARPAC.

j. Inputting Major Subordinate Command's and Eighth Army's Separate Unit's next Fiscal Year training and operational load authorizations into TAMIS for NLT 1 June, and combat load and sustainment load authorizations NLT 1 September.

k. Annually, ensuring subordinate units validate the TAMIS Hierarchy and weapons density in TAMIS for the year after next, and submit discrepancies to United States Army Pacific (USARPAC).

l. Validating TAMIS' munitions requirements; adjusting if necessary, and then submitting the requirements in TAMIS to USARPAC each fiscal year.

m. Developing and submitting Eighth Army's Stockage Objective (SO) in TAMIS for the year after next.

n. Validating all U.S. Army training and operational load ammunition e581s in TAMIS as the Training Ammunition Manager (TAM) Validator.

o. Approving e581s for units in the Eighth Army Separate Units hierarchy.

p. Representing Eighth Army at higher headquarters TAMIS and munitions management meetings.

q. Reviewing TAMIS recommendations reported by Eighth Army users and forwarding to USARPAC as required.

r. Provide Staff Assistance Visits (SAV) as requested by units. Pre-command Inspection Program (CIP) SAV's are conducted at least 60 days out from the inspection. TAMIS SAVs may be requested at any time.

s. Inspecting MSCs on the utilization of TAMIS IAW this regulation during Eighth Army Command Inspections.

3-2. 19th Expeditionary Sustainment Command, Munitions Supply Section (MM)
will -

a. Have at least two (2) TAMIS users with active accounts that meet the criteria to perform required duties.

b. Assign the final combat load validators in TAMIS' e581 User Setup for all Eighth Army UICs.

c. Provide each ordnance company an updated list of personnel authorized to validate combat load and Marine Corps e581s.

d. Validate with signature in TAMIS, all Eighth Army unit's combat load e581 requests.

e. Validate with signature in TAMIS, all e581s for Marine Corps units drawing ammunition from a Korea ASP.

f. Only provide a missile release number and validate missile items for DODICS with an authorization in TAMIS. Eighth Army G37 (EAOP-TAB) with approval from USARPAC may grant an exception.

g. Process Training and Operational Load Ammunition Unforecasted Request Memorandums by checking if stocks are available at the requested ASP. Report results back to Eighth Army G37 (EAOP-TAB) within two (2) full working days.

h. Review the TAMIS forecast for Eighth Army's ASPs the first week of January, April, July, and October, and take appropriate action to ensure assets are available to support ninety (90) days of forecasted munitions.

i. Provide Eighth Army G37 (EAOP-TAB) a list of available authorized substitutes, training support substitutes, and scheduled due-ins for forecasts that cannot be supported the first week of January, April, July, and October, or as requested.

j. Provide Eighth Army G37, EAOP-TAB a current stock status report monthly, or as requested.

3-3. Major Subordinate Commands (MSCs) and Brigades with Brigade Ammunition Officers (BAO)
will -

a. Appoint on orders, a minimum of two (2) (one primary and one alternate) ammunition manager/TAMIS operators for each type of ammunition account with authorizations. Ensure the appointed primary and alternate TAMIS operators have active TAMIS accounts, and have the proper TAMIS user rights, rank/grade, and citizenship to perform required duties.

b. Designate at least two personnel on DA Form 1687 as e581 approvers authorized to sign block 14c on e581s for all subordinate units. MSC managers and BAOs will approve both issue and turn-in e581s for their subordinate units. The delegating authority will send the completed DA Form 1687s with assumption of command orders or appointment orders to the supporting ASPs using a digitally signed email. Maintain an ASP stamped copy on file.

c. Establish a TAMIS and Ammunition Management Standard Operating Procedures (SOP). At a minimum, the SOP will address: requesting, updating and inactivating TAMIS user accounts; reviewing the TAMIS hierarchy for accuracy; ammunition requirements; ammunition authorizations; ammunition forecasting; ammunition expenditures versus forecasting; e581 policies; handling and transporting ammunition; dud reporting in TAMIS; and ammunition storage.

d. Establish procedures that will ensure each subordinate unit within their TAMIS hierarchy have at least two (2) TAMIS operators for every ammunition account that has authorizations. These users must be able to perform the duties required at their level, as well as the minimum functions listed in paragraph 3-8c of this regulation.

e. Request TAMIS accounts for new users. Requests will be submitted to Eighth Army G37 (EAOP-TAB) IAW current policy using the most current TAMIS Account Request Form. A certificate of TAMIS training will be sent with each request. TAMIS Account Request Forms will only be submitted for the creation of a new account, and not to change affiliations or user rights. Requests to change affiliations or user rights will be accomplished using digitally signed email.

f. Establish a training program that provides ammunition management training and additional TAMIS training for personnel that did not attend an Eighth Army, G37, EAOP-TAB sponsored class.

g. Establish procedures that ensure all users in the unit's hierarchy are valid, and the users and unit information in the TAMIS directory is accurate and complete. Report discrepancies that cannot be corrected to Eighth Army's TAMIS support desk located in the Eighth Army G37's (EAOP-TAB) office.

h. Copy the current FY's TAMIS e581 User Setup to the next FY between 15 July and 15 August of each year.

i. Assign the requestors, validators, and approvers in the TAMIS e581 User Setup for each subordinate UIC, and for all ammunition accounts with authorizations. Property Book Officers or their representative will be designated as a validator immediately following the requester for all combat load and operational load e581s. Approvers and requestors will be based on DA Form 1687. Validators are not designated on DA Form 1687. Property Book Officers and their representatives will be based on appointment orders, and must have access to the Property Book Unit Supply Enhanced (PBUSE). Maintain a copy of the PBO and their representative's

appointment orders on file. Maintain an ASP stamped copy of all subordinate unit's DA Form 1687s for request/receipt of class 5 supplies on file.

 j. Inactivate TAMIS user accounts when individuals no longer perform ammunition duties.

  (1) The user's unit will remove the outgoing user as a POC if applicable.

  (2) Remove the user from the e581 user setup if designated as a primary.

  (3) Remove all affiliations from the user.

 k. Monitor remaining and unforecasted authorizations to identify and turn-back excess authorizations to Eighth Army. Turn-back all excess authorizations NLT 10 March of each year.

 l. Consolidate subordinate units TAMIS' hierarchy and weapons densities discrepancies for the year after next, and send them to Eighth Army G37, EAOP-TAB IAW the timeline in appendix B.

 m. Annually, validate the Command's TAMIS munitions requirements using MTO&Es, TDAs, DA Pam 350-38, training calendars, and historical expenditure data; adjust if necessary, and then submit the requirements in TAMIS to Eighth Army IAW the timeline in appendix B. Requirements are for the year after next, i.e., Fiscal Year 2017 requirements are submitted in Fiscal Year 2015.

 n. Upon receipt of the next FY's training and operational load authorizations, determine internal sub-authorizations using approved MTO&E/TDA documents, STRAC strategies, training calendars, and historical expenditure data from TAMIS. Ensure 100% of these authorizations are sub-authorized down to the Unit Identification Code (UIC) level in TAMIS NLT 15 July of each FY. Authorizations not sub-authorized in TAMIS are subject to be taken away by Eighth Army without prior consent of the MSC or unit managers.

 o. Establish a program to monitor ammunition forecasting within the command that ensures:

  (1) Ammunition forecasts in TAMIS match training calendars.

  (2) Ammunition forecasts in TAMIS are not entered "cookie cutter" style; dividing the remaining available quantity by the remaining months in the FY.

  (3) Units do not frontload forecasts by entering more than fifty percent of their annual authorizations within the first 120 days of their forecast.

  (4) Subordinate units forecast 100% of their remaining training and operational load authorizations needed to support training plans and unit missions, and turn back excess authorizations. Eighth Army can, and may, reduce authorizations by the unforecasted quantity without the MSC or unit manager's consent. All excess authorizations must be turned back to Eighth Army in TAMIS NLT 10 March of each year. After 31 March of each year, authorizations identified as excess that were not turned-back will not be forecasted. Only authorizations needed for expenditure will be forecasted.

  (5) The next FY's authorizations are forecasted in TAMIS NLT 31 July of each year.

 p. Establish procedures for subordinate units to review TAMIS authorizations and expenditures for accuracy, and to report discrepancies.

q. Establish procedures that will ensure subordinate units that draw dud-producing munitions complete the dud reporting entry in TAMIS within one work day following the end of training. The dud reporting feature is located on the TAMIS home page under Alerts and Notifications.

r. Establish procedures to ensure subordinate units do not turn-back combat load authorizations without concurrence from an O-5/GS-14 or above.

s. Establish procedures that will ensure subordinate users are complying with the TAMIS user responsibilities provided in this publication.

3-4. Battalion Ammunition Managers
will -

a. Appoint on orders, a minimum of two (2) (one primary and one alternate) ammunition manager/TAMIS operators for each type of ammunition account with authorizations. Ensure the appointed primary and alternate TAMIS operators have active TAMIS accounts, and have the proper TAMIS user rights, rank/grade, and citizenship to perform required duties.

b. Ensure each subordinate unit within the TAMIS hierarchy has at least two (2) TAMIS operators for every ammunition account that has authorizations. These users must be able to perform the duties required at their level, as well as the minimum functions listed in paragraph 3-8c of this regulation.

c. Establish a TAMIS and Ammunition Management Standard Operating Procedures (SOP). At a minimum, the SOP will address: requesting, updating and inactivating TAMIS user accounts; reviewing the TAMIS hierarchy for accuracy; ammunition requirements; ammunition authorizations; ammunition forecasting; ammunition expenditures versus forecasting; e581 policies; dud reporting in TAMIS; handling and transporting ammunition; and ammunition storage.

d. Ensure all users in the unit's hierarchy are valid, and the users and unit information in the TAMIS Directory is accurate and complete. Report identified discrepancies to your next higher headquarters.

e. Sub-authorize 100% of next FY's training and operational load ammunition in TAMIS down to the unit (UIC) level NLT 15 July of each year. Sub-authorizations will be determined using approved MTO&E/TDA documents, STRAC strategies, training calendars, and historical expenditure data from TAMIS. Authorizations not sub-authorized in TAMIS are subject to be taken away by Eighth Army without prior consent of the MSC or Unit Managers.

f. Annually, validate their TAMIS hierarchy and weapons densities in TAMIS and report discrepancies to their next higher headquarters IAW the timeline shown in appendix B. Validation is for the year after next, i.e., validate the Fiscal Year 2017 hierarchy and weapons densities in Fiscal Year 2015.

g. Annually, validate the Command's TAMIS munitions requirements using MTO&Es, TDAs, DA Pam 350-38, training calendars, and historical expenditure data; adjust if necessary, and then submit the requirements in TAMIS to their next higher headquarters IAW the timeline shown in appendix B. Requirements are for the year after next, i.e., Fiscal Year 2017 requirements are submitted in Fiscal Year 2015.

h. Ensure subordinate units authorizations and expenditures are kept accurate within TAMIS throughout the FY; monthly, reconcile e581s against the TAMIS Expenditure report. Report discrepancies to the servicing ASP and the Eighth Army TAMIS manager.

i. Ensure that subordinate accurately forecast 100% of their remaining training and operational load authorizations needed to support training calendars and unit missions, and turn back excess authorizations. Eighth Army can, and may, reduce authorizations by the unforecasted quantity without the battalion's or unit manager's consent.

j. Monthly; review remaining training ammunition authorizations and training plans to identify and turn-back excess authorizations in TAMIS to their next higher headquarters. After 31 March of each year, authorizations identified as excess that were not turned-back will not be forecasted. Only forecast the authorizations needed to support planned training and unit missions.

k. Ensure that subordinate units accurately forecast their next FY's training and operational load authorizations in TAMIS NLT 31 July of each year.

l. Ensure all e581s created by users within the Battalion comply with this regulation and the 6th Ordnance Battalion's SOP.

m. Ensure subordinate units drawing dud-producing munitions complete the dud reporting entry in TAMIS within one work day following the end of training. The dud reporting feature is located on the TAMIS home page under Alerts and Notifications.

3-5. Property Book Officers (PBO)
will -

a. Have at least two (2) valid TAMIS users that are set up to validate combat load and operational load e581s for all units on their Property Book. Valid TAMIS users must have access to the Property Book Unit Supply Enhanced (PBUSE) and able to perform required duties. The PBO and their representatives will be designated on appointment orders.

b. Provide Class 5 non-expendable document numbers for all combat load and operational load e581s prior to the creation of the e581 in TAMIS.

c. Validate in TAMIS, all e581s for combat load and operational load ammunition. Validation is verifying that the Document Number, UIC, and DODIC and quantities are correct. Validated DODICs and quantities will be based on TAMIS authorizations for the fiscal year authorizations are being requested. The UIC on the e581 and the property book must match.

d. Ensure all combat load and operational load is properly annotated on the Property Book. This includes stored combat load.

3-6. Activity Levels that Request Ammunition
will –

a. Appoint on orders a minimum of two (2) (one primary and one alternate) ammunition manager/TAMIS operators. The primary and alternate TAMIS operators must have the proper TAMIS user rights, rank/grade, and citizenship to perform required duties.

b. Establish a TAMIS and Ammunition Management Standard Operating Procedures (SOP). At a minimum, the SOP will address: requesting, updating and inactivating TAMIS user accounts;

reviewing the TAMIS Hierarchy for accuracy; ammunition requirements; ammunition authorizations; ammunition forecasting; ammunition expenditures versus forecasting; e581 policies; dud reporting in TAMIS; handling and transporting ammunition; and ammunition storage.

c. Ensure all users in the unit's hierarchy are valid, and the users and unit information in the TAMIS directory is accurate and complete. Report identified discrepancies to your next higher headquarters.

d. Prepare a DA Form 1687 for request and receipt of class 5 supplies for all ammunition accounts with authorizations in TAMIS. Ensure the Department of Defense Activity Address Codes (DODAACs) for both expendable and nonexpendable class 5, and the UIC are correct. The delegating authority will send the completed DA Form 1687s with assumption of command orders to the supporting ASPs using a digitally signed email. Maintain an ASP stamped copy of the DA Form 1687s on file.

e. Review training and OPLOAD ammunition forecast data in TAMIS at least monthly, and update as required so they support training calendars and unit missions.

f. Monthly; review remaining training ammunition authorizations and training plans to identify and turn-back excess authorizations in TAMIS to their next higher headquarters. After 31 March, authorizations identified as excess that were not turned-back will not be forecasted. Only forecast the authorizations needed to support planned training and unit missions.

g. Ensure the TAMIS expenditure database is accurate by verifying the following in the TAMIS Expenditure Change Report.

(1) Transactions are posted against the correct UIC. The transaction should be processed against the UIC as shown in the TAMIS hierarchy that picked up and expended the ammunition.

(2) Transactions are posted against the correct FY. The start training date on the e581 determines the FY; not the date the ammunition was picked up.

(3) Transaction quantities match the come-back copy DA Form 581 for all DODICS. condition code H quantities are not credited back to fiscal year authorizations.

(4) Verify expenditures appear in TAMIS within two (2) working days after an issue, and fourteen (14) working days after a turn-in. Contact the supporting ordnance company if any e581 transactions are missing after these timelines. Contact the 6th Ordnance Battalion Security, Plans and Operations (SPO) if request for issue e581s have not been entered into TAMIS after five (5) working days, and twenty-one (21) days for turn-ins. Courtesy copy the Eighth Army TAMIS manager on all email traffic with the ASP related to expenditure discrepancies.

h. Enter into TAMIS within one work day following the end of training: the quantity of duds by DODIC, lot number or serial number, and range. A quantity will be entered for each dud-producing DODIC issued. A quantity of zero (0) will be entered when no duds were produced. The dud reporting feature is located on the TAMIS home page under Alerts and Notifications.

i. Comply with the TAMIS user policies and responsibilities in this regulation.

3-7. 6th Ordnance Battalion
will -

a. Have at least two (2) TAMIS users per Ordnance Company that can accept, modify, and reconcile e581s in TAMIS.

b. Only accept e581s via TAMIS unless authorized by Eighth Army G37 (EAOP-TAB). Ordnance Company TAMIS users will monitor TAMIS throughout the work day and accept e581s and take appropriate action to prepare for the issue. The ASP clerk will contact the unit's POC if any problems arise, or for any e581 that is disapproved by the ASP.

c. Change the Reconcile No later Than Date (RNLT) in TAMIS, if necessary, so it is five (5) working days from the end training date annotated on the e581. Changes will be made the same day the turn-in appointment is made, or when an appointment date is changed.

d. Input all e581s into Standard Army Ammunition System- Modernized (SAAS-MOD) NLT COB of the next working day following any issue, and one work day following the completion of condition coding by surveillance for turn-ins. All issue e581s should show in TAMIS within two (2) working days after the issue and fourteen (14) working days for turn-ins.

e. Daily, establish communication with TAMIS to download e581s and to upload expenditures.

(1) Ensure all batch numbers created by SAAS-MOD stay in sequence.

(2) Execute the resend to SAAS process for e581s that did not download from TAMIS. The requesting unit may need to be notified to make corrections before this can be done.

(3) Execute the SAAS-MOD Reship process for transactions that failed to upload into TAMIS.

(4) Ensure the SAAS-MOD maintains connectivity with TAMIS. SAAS-MOD operators will immediately report communication problems between SAAS and TAMIS to their Accountable Officer, the Eighth Army TAMIS Manager and the SAAS-MOD System Administrator/Analyst. The SAAS-MOD System Administrator/Analyst ICW with the CONUS TAMIS expenditures representative are responsible to correct connectivity issues. If an electronic interface is not available or functioning between TAMIS and the system of record, the operator of that system will manually transfer issue and turn-in data to TAMIS each day an issue or turn-in occurred.

f. Do the following when issuing training ammunition and operational load:

(1) Will not issue a quantity that is greater than the approved quantity on the e581 without prior approval from the requesting unit's e581 approving authority. Unforecasted requests will not be increased; nor will a quantity be increased that results in a forecasted request becoming unforecasted.

(2) Will not issue less than the approved quantity on the e581 unless stocks are not available; this includes linked ammunition. Exceptions are for late requests. In this case, the ASP is only required to issue the DODICs and quantities possible in the time made available for the issue. Light boxes are not required to be made when filling requests accepted less than six working days from the scheduled pickup date.

(3) Issue the requested DODIC if stocks are on-hand.

(4) Only issue DODICs on an approved e581. When a requested DODIC is not in stock, only issue a DODIC from the approved Substitutability & Interchangeability List, or a command approved training support substitute. However, substituting straight ball for mix (4 ball/1 tracer) ammunition is not authorized without prior approval from Eighth Army G37, EAOP-TAB. The USARPAC Munitions Management Office must approve issues of training support substitute

DODICs. Missile items will only be issued if the unit has an authorization in TAMIS. <u>Missile items will not be substituted without HQDA approval</u>.

    g. Do the following when issuing combat load (CL).

        (1) Only issue CL that has been validated with a signature from 19th ESC SPO.

        (2) Only issue DODICs on an approved e581. Eighth Army G37 (EAOP-TAB) must approve issue of any other DODIC.

        (3) May adjust approved quantities of CL to the next higher full pack quantity, but will not lower the quantities. This applies only to small arms ammunition (.50 Cal and below). All other munitions will be issued to the exact approved quantity on the e581.

    h. Reconcile issue DA Form 581s in TAMIS within 24 hours from when the DA Form 581 was cleared at the ASP. Live serviceable turn-ins must be uploaded in TAMIS before the DA Form 581 is reconciled.

    i. Provide Eighth Army G37, EAOP-TAB the number of Multiple Launch Rocket System (MLRS) rockets issued and turned-in by pod serial number and condition code, within 48 hours of posting the transaction into SAAS-MOD.

    j. Provide Eighth Army G37, EAOP-TAB the number of blocks of C4 that were issued and turned-in by condition code, within 48 hours of posting a transaction in SAAS-MOD for DODIC M757.

    k. Enter the Issue document number into SAAS-MOD when posting turn-ins for combat load and operational load that was issued in the same FY as the turn-in.

3-8. All TAMIS Managers in Korea
will -

    a. Be on duty appointment orders if assigned as the Activities Ammunition Manager, and have the proper TAMIS user rights, rank/grade, and citizenship to perform required duties.

    b. Have available in digital format, the required publications listed in appendix A, Section I of this regulation.

    c. Be able to perform at a minimum, the following TAMIS and ammunition management functions: update user details; navigate the TAMIS directory; generate and understand TAMIS reports; locate and understand their unit's data in My STRAC; properly forecast ammunition using STRAC events (training & OPLOAD managers); create, modify, reopen, and cancel e581s; process Dud Entry Required transaction; turn-back authorizations; establish requirements using the Manage Requirements module; calculate training and operational load ammunition requirements for a single event using STRAC events (training & OPLOAD managers); validate annual training and operational load ammunition requirements using TAMIS, training calendars, and MTO&E/TDA documents (training & OPLOAD managers); calculate annual combat load requirements using TAMIS and MTO&E/TDA documents (combat load managers).

    d. Login to TAMIS and associate their TAMIS username with their Common Access Card (CAC), and update their user's details in "My Account" within 48 hours of account activation. Update the user details as needed to keep the information accurate.

e. Ensure their unit's POC in TAMIS is correct, and the POCs personal information is complete and accurate.

f. Ensure the POCs of subordinate units one level down in the TAMIS hierarchy are correct, and the POCs personal information is complete and accurate.

g. Verify command's hierarchy (Unit name(s), location(s) and UIC(s)) in TAMIS and report discrepancies through the chain of command to Eighth Army G37 (EAOP-TAB).

h. Ensure all users in the unit's hierarchy are valid, and the users and unit information in the TAMIS directory is accurate and complete. Report identified discrepancies to your next higher headquarters.

i. Monthly, training and OPLOAD managers make a digital backup of the following TAMIS-generated reports for Disaster Recovery:

   (1) Summary. A Detail 2 Levels Report will be generated for Account Level users.

   (2) e581 Documents Report with the "detail" option selected.

   (3) Expenditure Changes Report with all parameters selected.

   (4) Forecast by UIC Detail Report.

j. Notify their e581 approving authority to inactivate their TAMIS account NLT 10 days prior to their date eligible for return from overseas (DEROS), or within 48 hours of having TAMIS responsibilities terminated.

k. Not share their TAMIS login password, nor permit other individuals to operate TAMIS using their login credentials.

l. Daily; log into TAMIS to check Broadcast messages and Alerts and Notifications, and perform actions as necessary.

m. Refer to the online TAMIS User Manual or contact the Eighth Army G37, EAOP-TAB TAMIS support desk for additional information or assistance concerning TAMIS operations.

n. NOT contact the CONUS TAMIS support desk. All TAMIS related issues will be sent to the Eighth Army TAMIS Manager.

Chapter 4
Ammunition Requirements

4-1. Understanding TAMIS Requirements

a. The requirements process is the first step in the ammunition management cycle of establishing requirements, managing authorizations, and then forecasting, requesting, and expending ammunition.

b. Requirements may be defined as the sum of munitions items that each component in the hierarchy level requires to support planned operations, training, exercises, or events in a given fiscal year (FY). TAMIS users manage munitions requirements at the unit level. The system then rolls up, or totals, the quantities at each level of command up to the Headquarters Department of the Army (HQDA) level.

c. Every FY, components of each Army Command (ACOM), Army Service Component Command (ASCC), Direct Reporting Unit (DRU), Field Operating Agency, and the Army National Guard must determine the munitions requirements necessary to support their planned exercises and events. HQDA and subordinate organizations use TAMIS for generating, prioritizing, and reporting munitions requirements.

d. The TAMIS Requirements module also supports management of stockage objectives for sustainment load (SL), operational load (OPLOAD), operational project (OPJ), Army pre-positioned stocks (APS), and training munitions. A stockage objective is the quantity of munitions required to ensure that all training and operations can be conducted until resupply occurs.

e. Training Ammunition Requirements. Training ammunition requirements are the munitions needed to meet individual and unit weapons training and garrison weapons training requirements based on DA Pam 350-38. Training ammunition also includes munitions used for Program of Instructions (POI) and mobilization.

f. Operational Load Requirements (OPLOAD). OPLOADs are a commander's daily operating requirements. They include munitions that Army units require to support or conduct a broad range of day–to–day operational missions. Examples of OPLOAD are installation Explosive Ordnance Disposal (EOD), Special Reaction Team (SRT) and Quick Reaction Force (QRF) operations, ceremonies, and guard force missions.

g. Combat Load Requirements (CL). The standard quantity and type of munitions an individual weapon, crew-served weapon or a weapons platform and its Modified Table of Organization and Equipment (MTOE)-designated munitions carriers are designed to hold. Combat loads for bulk munitions (grenades, signals, and so forth) are not associated with a weapon or weapons platform. Bulk munition CLs are assigned by standard requirements code (SRC) and reflect the quantity of munitions required to give units capability and flexibility. Combat loads support the initiation of combat operations and are the basic building blocks of Army war reserve requirements. Class 5 combat load in Eighth Army is commonly referred to as ammunition combat load (ACL).

h. Sustainment Load (SL). Sustainment loads are the munitions needed to initiate and support a force's operations until resupply can be provided. Prior to the commencement of combat operations, a SL is calculated using a CL or multiples thereof and includes the initial CL. Once operations commence, SL resupply is based on the munitions required to support forces until the next scheduled resupply ship arrives.

4-2. The Requirements Process

a. During the 4th quarter of each FY, requirements data for the FY after next are loaded into TAMIS based on Army guidelines. TAMIS automatically populates each unit's ammunition requirements with that data, and totals the quantities at all levels up the hierarchy.

b. Training, operational load, combat load and sustainment load requirements data are based on approved Table of Organization and Equipment (TOE), Modified Table of Organization and

Equipment (MTOE), and Table of Distribution and Allowances (TDA) data. The Department of the Army Pamphlet 350-38 (DA Pam 350-38) lists the standard and strategy DODIC quantities for STRAC training, and the Strategy DODIC quantities for operational load. The U.S. Army Training and Doctrine Command (TRADOC) provides the calculation method for combat and sustainment load per equipment Line Item Number (LIN).

c. Also during the 4th quarter of each FY, the Manage Requirements module opens for the FY after next, and HQDA sets a submission deadline when Commands must submit all their requirements for that FY to HQDA for approval. Based on user rights, commands and their subordinate parent levels can also establish earlier deadlines for their own level and subordinate ones. On the deadline date, the system locks the level and its subordinates from submitting any further requirements. Normally, MSCs submits their command's training, operational load, and combat load requirements in TAMIS to Eighth Army for the year after next between 15 July and 1 September.

d. The TAMIS hierarchy and unit's weapons densities must be validated prior to units developing and submitting their requirements. Between 1 and 10 July of each FY, all Eighth Army units will review the TAMIS hierarchy and their weapons densities in TAMIS. During this validation, units are also required to compare the data in TAMIS' My STRAC and a Requirements report to identify discrepancies. MSCs will send identified discrepancies via email to Eighth Army G37, EAOP-TAB NLT 10 July.

e. The requirements submission process starts at the unit level. While requirements are open, unit ammunition managers modify requirements based on training schedules, deployments, and other factors. TAMIS records all new requirements and associated justifications and transmits them through the unit's hierarchy for validation. Submitting a requirement locks that requirement for the submitting level, but allows the level to submit other requirements before the established deadline. Any requirements change must be reviewed and approved at each parent level above the requesting level before a change is incorporated. Validation occurs in the unit's hierarchy, with USARPAC ultimately submitting each Eighth Army munitions requirements category to HQDA for consideration at the Total Army Ammunition Authorization and Allocation Conference (TA4C).

f. At the Spring Total Army Ammunition Authorization Allocation Conference (TA4C), which takes place in April, HQDA reviews requirements for each ammunition item by DODIC and establishes initial authorizations for each Command. HQDA subsequently deposits approved authorizations in the appropriate TAMIS account for each Command. The Commands and their subordinate levels can then sub-authorize the ammunition until it reaches the requesting unit.

g. The Fall TA4C, which takes place in August, is designed to provide authorizations for new requirements and for requirements that were not authorized during the Spring TA4C.

h. Units having a requirement for a DODIC not resourced by DA Pam 350-38, or an enduring (lasting 3 years or more) above-STRAC requirement will develop a training strategy to be presented through the Army Munitions Working Group and Council of Colonels (AMWG/CoC) process for approval and inclusion in DA Pam 350–38. Units will submit their strategy, in the most current AMWG/CoC format, through command channels to USARPAC G37 EAOP-TAB for approval. If approved by USARPAC, a representative from the requesting unit or unit's MSC may be required to brief their strategy at the AMWG and/or the CoC.

4-3. Ammunition Requirements for Off-Peninsula Army Units

a. A forecast for ammunition items required for exercises on the Korea Peninsula must be provided to Cdr, 8th TSC SPO Munitions Division, not later than 120 days prior to a scheduled

exercise. Failure to forecast in a timely manner, or following these guidelines may prevent availability of required ammunition for an exercise.

b. The following information will be provided on all ammunition requests for exercises:

(1) Location and dates of exercise.

(2) DODIC, nomenclature, quantity required.

(3) Ship to address.

(4) Required delivery date/draw date.

(5) Mark for instructions.

(6) Any special instructions.

c. All ammunition requirements for exercises must be reviewed/approved by the appropriate training ammunition manager prior to submission to USARPAC for sourcing. USARPAC G-3 TREX is the approving authority for munitions support within the Pacific Theater. All requests/preposition letters must be routed to USARPAC G-3 TREX for approval. 8th TSC will then source and direct the responsible ASP for movement and release of the ammunition.

d. Changes will not be accepted to original requirements within 60 days of the scheduled exercise. This is to assist Quality Assurance Specialist Ammunition Surveillance (QASAS) personnel in performing necessary pre-issue inspections prior to issuance of the ammunition.

e. Units participating in Pacific exercises must forecast their ammunition requirements to the supporting ASP, and an approved e581 must be submitted to the ASP in TAMIS. A signature card (DA Form 1687) and assumption of command orders of the participating unit must be emailed to the supporting ASP at least one month prior to movement of the ammunition to the exercise location. The unit will also provide in advance, three document numbers to the supporting ASP to process live turn-ins and residue at ENDEX prior to redeployment. Title X ammunition will be processed as a shipment to the unit and TAMIS processing will not be required.

4-4. Ammunition Requirements for Non-Army Units
Commanders of non-Army Commands wanting to use Army assets located in Korea must establish a Memorandum of Agreement with the USARPAC Commander (USARPAC, ATTN: APLG-MU).

Chapter 5
TAMIS Ammunition Authorizations

5-1. Annual Authorizations

a. An authorization is the type and quantity of munitions that a unit or organization receives each year in support of its HQDA, DCS G-3/5/7, validated requirements. Authorizations are provided each year at the TA4C, and the HQDA munitions managers' goal is to fully resource all valid requirements. Authorizations may be adjusted to account for ammunition in short supply, or to force expenditure of older munitions. When supply constraints prevent full resourcing, MSC Commanders must identify their critical requirements and sub-authorize accordingly.

b. TAMIS is the official system for providing ammunition authorizations. Authorizations are broken down into the following eight distinct accounts: training, operational load, operational project, combat load, sustainment load, new equipment training (NET), test and Title X. Units or organizations are prohibited from receiving a munitions item without having a TAMIS authorization for that item. Authorizations may not be moved from one type account to another.

c. TAMIS-generated reports will serve as the Letter of Authorization (LOA) for all ammunition type account authorizations. If an FY authorization for a DODIC is shown in TAMIS for a UIC; then that UIC is authorized that DODIC, for the quantity shown, for that FY, for that type account.

d. Training, test, NET, and OPLOAD authorizations are based on fiscal year. Unused munitions authorizations for these accounts will not be carried over from one fiscal year to the next fiscal year unless approved by HQDA, DCS G-3/5/7. Training ammunition authorizations will come from the unit's annual Home Station account for ALL unit developed training exercises. Training ammunition authorization in support of HQDA directed exercises, less annual/semi-annual qualification events, may be resourced by HQDA.

e. Combat load and sustainment load authorizations for Eighth Army units are input into TAMIS by USARPAC each FY based on the most recent MTOE/TDA data, and current on-hand stocks. Combat load and sustainment load authorizations are replenished in TAMIS as expended munitions are recorded in TAMIS. Specifically, when an expended quantity is recorded in the Expended Munitions screen for combat Load or sustainment load, then the authorizations are increased by the expended quantity up to the total requirement quantity. If the current authorization minus the expended quantity exceeds the total requirement quantity, then the authorizations will NOT be replenished. If the current authorization minus the expended quantity is less than the total requirement quantity, then the authorizations WILL be replenished.

f. Test and NET authorizations are approved and provided by HQDA as required. Normally, units performing NET missions will consume U.S. Army Materiel Command (AMC) NET authorizations. Units tasked to perform test events ordinarily use U.S. Army Test and Evaluation Command (ATEC) authorizations. TAMIS provides the ability for Army units to select AMC and ATEC authorizations when creating NET and Test e581s.

g. There is no Army requirement to fire live missiles, and the Army does not procure live missiles for training. Units will only receive training authorizations for live missiles if they are available through the shelf-life management program.

h. Korean Augmentation to the United States Army (KATUSA) Soldiers. Weapons and personnel authorizations for KATUSA Soldiers are documented on TDA documents. The data for KATUSA Soldiers are usually documented on the Battalion or higher Headquarters Company's TDA UIC ending in 99. TAMIS generates requirements for KATUSA Soldiers under these UICs. Ammunition managers should review their TDA documents to identify which UICs are used to generate requirements for KATUSA Soldiers. This will not only verify that annual authorizations for KATUSA were calculated for and provided, but will also assist when sub-authorizing to subordinate units.

5-2. Sub-authorizing Training and Operational Load Authorizations

a. Annually, NLT 1 June, Eighth Army provides each MSC their next FY's Training and Operational Load authorizations in TAMIS. MSCs are required to ensure all received authorizations are sub-authorized down to the Unit Identification Code (UIC) level in TAMIS **NLT 15 July**. This suspense is critical, as authorizations must be at the UIC level in TAMIS before they

can be forecasted. The month of October will be locked in the Manage Forecast module on 1 August.

b. Authorizations for some items may not be received until the August TA4C. Authorizations received during the August TA4C will be sub-authorized down to the unit UIC prior to 30 September.

c. Training ammunition authorizations will be sub-authorized based on weapons densities from approved MTO&E/TDA documents, STRAC strategies, training calendars, and historical expenditure data from TAMIS.

d. Operational load will be sub-authorized based on unit mission requirements and appendix D of DA Pam 350-38.

5-3. Sub-authorizing Combat Load Authorizations

a. Annually, NLT 1 September, the Eighth Army G37, EAOP-TAB combat load manager will sub-authorize combat load authorizations down to the UIC level in TAMIS. Authorizations for some items may be received at a later date based on world-wide available assets and HQDA distribution plans.

b. Combat load authorizations will be sub-authorized and managed in TAMIS based on unit's Property Books and hand-receipts. Battalion level and above combat load managers may consolidate annual authorizations for a Battalion under one of the Battalion's UICs. However, this will only be done if all combat load authorizations are on the Battalion Commanders' property book, and not hand-receipted to individual unit Commanders.

5-4. Requesting an Authorization Increase for Training and Operational Load

a. Units requiring additional FY authorizations will establish and submit a new requirement through TAMIS using the m*anage requirements* module.

b. Requirements are based on events listed in DA Pam 350-38. Only DODICs with an associated event in TAMIS may be requested.

c. During the first nine (9) months of the FY, the requesting unit's MSC must have an expenditure rate of at least 60% for the requested DODIC. An MSC expenditure rate of 75% is required during the final quarter of the FY. An exception is for requirements being submitted based on MTOE/TDA weapon density adjustments.

d. A valid justification must be entered for each DODIC per each Event. Justifications must include the following information:

(1) Why the requirement is needed.

(2) The impact if the requirement is not approved. State what standard or garrison mission cannot be met without the authorizations.

(3) The number of weapons/weapon systems firing or required for the Event; the number of rounds per Event; and the Frequency the Event will be fired. OPLOAD not intended for expenditure will always use a frequency of one (1). Enter the calculation method as shown below.

(a) As an example for training ammunition where (2) two personnel assigned a 9mm Pistol did not qualify the second half of the year, and the unit needs additional authorizations to re-qualify these soldiers. The unit would submit a requirement for DODIC A363 using the Combat Pistol Qualification Course (CPQC) Event. The justification would include: 2 M9 Pistols firing 40 rounds once a year. 2 x 40 x 1 = 80. The total requested DODIC requirement quantity must match the calculation quantity. In this example, the quantity would be 80.

(b) As an example for OPLOAD where the unit has a Quick Reaction Force (QRF) requirement. The QRF consists of 13 soldiers each carrying an M16/M4 rifle with 90 rounds of Ball ammunition each. The Event selected would be QRF, and the DODIC AB57. The justification would include: 13 M16/M4 rifles x 90 rounds with a Frequency of 1. 13 x 90 x 1 = 1,170. The total requested DODIC requirement quantity must match the calculation quantity. In this example, the quantity would be 1,170.

(4) The requesting units MTOE/TDA number and Edate.

(5) The following information is required to be entered in the justification when establishing a Requirement for a Cartridge Actuated Device, Propellant Actuated Device (CAD/PAD) DODIC.

(a) Why the requirement is needed. (Expiration, damage or accidental discharge, or new aircraft). When the requirement is due to damage or accidental discharge, a Memorandum For Record (MFR) signed by the unit Commander explaining the circumstances causing the damage or discharge will be emailed to the Eighth Army TAMIS manager.

(b) The aircraft type and tail number.

(c) The DODIC.

(d) The Lot number of the DODIC being replaced.

(e) Installation Life Expiration Date (enter if expiring).

(f) Service Life Expiration Date (enter if expiring).

(g) Service Life Expiration Date (enter if expiring).

(h) Qty per above Lot Number.

(i) The above data is required for each Lot number being replaced.

(6) An example CAD/PAD requirement justification when both the Installed and Service Life is expiring during FY 15 would be: *This requirement is due to expiration. Aircraft type UH-60, Tail number 95-12345, DODIC MJ21, LOT number: BZAAAAAZ01-001, Quantity 1. Installed Life expiration date: Jul 15 2015, Service Life expiration date: Jul 15 2015.*

5-5. Requesting an Authorization Increase for Combat Load

a. Units may establish and submit a Combat Load Requirement in TAMIS whenever there is a change to their MTOE or TDA. Units needing assistance may send a Combat Load Requirements Request memorandum to Eighth Army IAW appendix F. The Eighth Army G37 TREX combat load manager will assist the unit with inputting valid requirements into TAMIS.

b. Combat Load DODICs and DODIC quantities are standard for the entire Army. Sustainment load authorizations are available for an immediate resupply when combat load is expended. Therefore, an increase to a combat load DODIC quantity will not be accepted by Eighth Army. However, units may send a request to draw sustainment load to Eighth Army EAOP-TAB IAW appendix G when they believe they have a valid justification for an increase to their combat load. Justifications must be fully stated for each requested DODIC. This includes confirming with load plans, the units capability to carry the extra munitions in one lift using organic transportation. Requests without proper justifications will be disapproved by Eighth Army.

c. Memorandums for combat load requirements and requests to draw sustainment load must be signed by an O-5/GS-14 or above, and endorsed by the MSC's G3.

d. Only prime DODICs, as designated by HQDA G3/5/7, can be requested.

e. Submission of a requirement is only a request, and does not guarantee approval. The final approving authority for requirements is HQDA G3/5/7.

5-6. Ammunition Authorization Turn-backs

a. Eighth Army places a strong emphasis on proper management of authorizations. A main process of this is identifying excess authorizations and turning the excess authorizations back to the next higher headquarters. Monthly, between October and March, ammunition managers will review remaining current FY Training and Operational Load authorizations to identify excess for turn-back. Units are encouraged, and are not penalized for making turn-backs of excess authorizations. Authorizations may be returned to the unit later in the FY if a requirement is identified.

b. Units will use the TAMIS Authorizations Turn-Back module to give back excess authorizations. HQDA disables the TAMIS Turn-back module on 31 March. After this date, units may ask their next higher headquarters to decrease their authorizations. The higher headquarters can use the TAMIS Manage Authorizations module to decrease the unit's authorizations.

c. MSCs must turn-back excess training and operational load authorizations to Eighth Army NLT 10 March. Eighth Army will not accept turn-backs after this date.

d. MSCs desiring to turn-back combat load authorizations after 31 March will submit a memorandum to Eighth Army G37, EAOP-TAB IAW appendix H.

e. Brigade combat load managers will ensure subordinate units do not turn-back combat load authorizations without concurrence from an O-5/GS-14 or above from the unit's chain of command. Combat load authorizations will not be turned-back for the sole purpose of preventing having to prepare SCL documentation, or from drawing the munitions from the ASP.

Chapter 6
Ammunition Authorization Management and Control

6-1. General

a. Ammunition managers at all levels will establish an ammunition authorization management program to ensure compliance with this Regulation, AR 5-13, DA Pam 350-38, and DA Pam 710-2-

1. Stressing ammunition management enhances ammunition control and accountability and preserves resources.

    b. The TAMIS is designed for ammunition requirements and authorizations to be managed at the lowest level. Both entering forecast data and creating e581s in TAMIS are done at the UIC level, and are based on events listed in DA Pam 350-38. These events are directly linked to unit UICs requirements for each authorized DODIC. Because of these event based processes; ammunition authorizations should be managed at the UIC levels in TAMIS that have requirements calculated against them.

    c. The HQDA DCS, G–3/5/7 munitions management office strongly encourages commanders and munitions managers at all levels to use the wide variety of reports tools in TAMIS to monitor their requirements, authorizations, forecasts, and expenditures. Large differences between authorizations and forecasts or expenditures may be indicators of readiness shortfalls, particularly late in an FY.

    d. Eighth Army's training ammunition usage goal is 100% of remaining authorized ammunition each FY, with an objective of a 90%. The objective expenditure rate of 90% is attained through proper management of authorizations. Ammunition managers are expected to identify excess authorizations and turn-back the excess to their next higher headquarters. Eighth Army's emphasis is on resource management; therefore, units are not penalized for making authorization turn-backs to meet the expenditure objective. Use ammunition only for valid training IAW DA Pam 350-38, and do not expend training ammunition solely to meet the objective.

    e. During training events, units will not expend ammunition for the sole purpose of preventing a turn-in to the ASP.

    f. U.S. Army units CANNOT give foreign militaries U.S. owned munitions that are part of their TAMIS annual authorizations. U.S. owned ammunition is government property and must be accounted for accordingly. Foreign militaries wanting to use U.S. owned ammunition must purchase the ammunition through Foreign Military Sales. The only exception is for Special Forces units using Title X ammunition during Joint Combined Exchange Training (JCET).

6-2. Programming and Budgeting

    a. Ammunition is an essential and expensive commodity. Although ammunition is not tied directly to a unit's budget, commanders at all levels must understand that training ammunition is not free. Training ammunition in support of approved weapons training strategies must be programmed annually during the Program Objective Memorandum (POM) budget process for the Army to receive funding for its requirements. Only programmed requirements are funded. If a requirement that wasn't programmed is resourced, the required munitions generally come from other units' programmed training stocks.

    b. Whenever a new munitions requirement is identified and approved, it usually takes about four (4) years to program for, produce, and distribute the munitions to the field.

    c. Semi-annually, the Committee for Ammunition Logistics Support (CALS) meets to review, plan and allocate munitions in support of Army requirements. Munitions identified during these meetings as being in short supply are referred to as CALS items. Commanders and ammunition managers need be aware of, and carefully manage CALS items that are part of their authorizations. Authorization increase requests for CALS items are less likely to be approved due to lack of Army stocks.

d. HQDA directives prohibits units from purchasing munitions; both standard and nonstandard. These restrictions are designed to protect Army personnel from injury or death, to ensure inventory control and accountability, and to comply with the intent of existing laws and regulations.

(1) Munitions and explosives include, but are not limited to: all items of ammunition; guided missiles; warheads; liquid and solid propellants; high and low explosives; chemical agents; pyrotechnics; cartridge and propellant-actuated devices; and associated components and substances that present real or potential hazards to life or property.

(2) Nonstandard munitions are those munitions and explosives that—

(a) Are not managed by the Joint Munitions Command or at Army Missile Command, or National Inventory Control Points.

(b) Have not completed safety type classification and do not have a National Stock Number (NSN) or DODIC.

(c) Are not available for procurement through the Defense Supply System.

6-3. DA Form 2064 (Document Register for Supply Actions)

a. Every unit that requests expendable Class 5 must maintain a DA Form 2064, Document Register for Supply Actions. A unique document number will be provided to each individual DA Form 581, Request for Issue and Turn-In of Ammunition. Usually, the unit supply sergeant will maintain the document register for expendable Class 5. The Property Book Officer will provide the unit supply sergeant will a set of serial numbers to be used.

b. The Property Book Officer manages non-expendable class 5 document numbers using the PBUSE.

6-4. DA Form 1687 (Notice of Delegation of Authority-Receipt for Supplies)

a. DA Form 1687 is used to designate personnel to request, approve, receipt, and turn-in ammunition and ammunition-related supplies issued from the supporting Ordnance Company. DA Form 1687s for Class 5 will be both digitally signed with a Common Access Card (CAC), and signed with a handwritten signature using Army approved electronic forms.

b. DA Form 1687s for Class 5 will be completed IAW applicable Army regulations, publications and messages. The words "Ammunition Support Activity" will be entered into the location block. No reference to a particular Ammunition Support Activity (ASA) will be entered on the card. By doing this, the DA Form 1687 will be valid for any ASA Army-wide eliminating the need to create multiple cards.

c. Request and Receipt for Class V. Using unit commanders must designate, on DA Form 1687, unit members authorized to request and receive Class 5 supplies. The DA Form 1687 must be accompanied by assumption of command or appointment orders. Each unit will be required to provide the ASP two (2) DA Form 1687s for Class 5. One for expendable Class 5: training (TNG), test, new equipment training (NET) and Title X. The other for non-expendable Class 5: combat load (CL), sustainment load (SL) and operational load (OPL) and operational project (OPROJ).

(1) Commanders may only delegate authority to request ammunition (sign Block 13c) on an e581 to military personnel in the rank of SGT (E-5) and above, and to DoD Civilians in grades GS-5 and above. Contractors and foreign nationals to include Korean Augmentation to the United States Army (KATUSA) Soldiers, Korean National (KN) and Korean General Schedule (KGS) employees are not authorized to sign as a Requestor for U.S. owned munitions. One exception is that KN and KGS employees from the U.S. Maintenance and Demilitarization Activity (MDA) and ROKA civilian and military EOD personnel are authorized to sign as Requestor for U.S. CC-H ammunition designated for demilitarization. U.S. personnel will witness the destruction of U.S. owned ammunition to ensure accountability. The 6th OD BN Accountable Officers will sign as the Approver for MDA and ROKA EOD documents requesting the CC-H ammunition. Demolition material used for the destruction of U.S-titled ammunition will be drawn as operational load ammunition, and requested via TAMIS by the Ordnance Company following operational load request procedures.

(2) Only persons in the rank equivalent of SGT/E-5 and above are authorized to receipt for Category I and II arms, ammunition, and explosives as defined in AR 190-11, Physical Security of Arms, Ammunition, and Explosives. Commanders may designate a responsible U.S. military, DoD civilian of any Rank/Grade, or U.S. citizen contractor to receipt for category III and IV ammunition.

(3) The United States Marine Corps (USMC) is exempt from the rank requirements stated above.

   d. Authenticate Requests. Each Commander at the e581 approving authority level that receives an ammunition authorization in TAMIS, will appoint on orders, an officer to approve requests (sign block 14c on the e581) for issue and turn-in of ammunition and ammunition related supplies. The e581 approver will be at the MSC level, or at Brigade levels that have a Brigade Ammunition Officer. The e581 approver will not be delegated below the Brigade or Brigade equivalent level. A Brigade equivalent level is defined as an activity that has two (2) or more battalion size elements directly under their command. If approved by the MSC Commander, the 2d ID, Division Special Troops Battalion (DSTB), and 19th ESC, Material Support Command-Korea (MSC-K), may be designated as the approving authority for their subordinate units.

(1) The appointed officer will be the MSC G/S3 or G/S4, or Brigade Ammunition Officer who is responsible for controlling ammunition authorizations for the command.

(2) The appointed officer may then delegate on DA Form 1687 individuals authorized to sign block 14c on an e581. The individuals on the DA Form 1687 will be from the same hierarchy level within TAMIS, and may be U.S. military (any rank), U.S. DoD civilians (any grade) or U.S. contractors. Foreign nationals to include KATUSA Soldiers, KN and KGS employees are not authorized to sign as an approver for U.S. owned munitions. The appointed officer will forward a copy of DA Form 1687 listing the individuals authorized to approve requests with a copy of their assumption of command orders or appointment orders to the supporting Ordnance Company(s).

6-5. Maintaining Ammunition Authorization Accountability (Disaster Recovery)
The TAMIS provides a complete set of automated records for maintaining ammunition accountability. However, units must be prepared to resort to manual accountability using a DA Form 5203, DODIC Master/Lot Locator Record if a disaster strikes causing TAMIS to be off line for an extended period of time. See appendix J for an example of a DA form 5203. Every unit drawing munitions from an ASP must maintain a copy of all of their DA Form 581s. Additionally, each activity with an ammunition authorization in TAMIS must generate the following reports and maintain a digital copy on file. These files will not be older than 60 days, and will be used for the creation of DA Form 5203s if necessary.

a. Summary Report.

b. e581 Documents Report with the Report Option: Detail selected.

c. Expenditure Changes Report with all Optional Columns selected.

d. Forecast Summary Report with Display Option: ASP selected, and Output: Remaining Forecasts selected.

Chapter 7
Forecasting Ammunition Authorizations

7-1. Forecasting Definition and Policy

a. Forecasting is the key element in distribution plans ensuring ammunition is at the right place at the right time.

b. Every Fiscal Year, each unit must forecast the projected quantities of munitions that the unit intends to use during training and day-to-day operational missions. Forecasts are dynamic; and with some limitations, can be modified during each 12-month FY period. TAMIS accepts only unit-level forecasts; however, users at both unit and parent levels can enter forecasts. Forecasts are entered into TAMIS by UIC, STRAC and OPLOAD Events, POI, DODIC, quantity, location and month. Forecasting by event assists managers with forecasting the correct quantity of ammunition to support their training.

c. For all Fiscal Years, authorizations are required in order to forecast. In addition, a unit can only forecast within its authorized amounts.

d. TAMIS is the only HQDA approved method for forecasting ammunition. All ammunition forecasting will be done using TAMIS.

e. Forecasting is a leadership responsibility. Failure to properly forecast ammunition is the leading cause of inaccurately distributed stocks and munitions shortages. These shortfalls have the potential to cause units to drive extended distances to pick up munitions, lead to shortfalls of ammunition to support training and unit missions, or cause the cancellation of a planned training event.

f. Training and operational load ammunition forecasts will be updated in TAMIS monthly, by the 1st day of each month, and cover the remaining months of the active FY. Upon receipt of the next FY's authorizations, units will immediately forecast them so a 12-month period is covered. Units will then maintain a 12-month forecast until November of the next FY.

g. Eighth Army requires units to forecast 100% of their remaining authorizations; however, units will only forecast authorizations planned for expenditure. Units will not forecast quantities above ten percent (10%) of their requirement to support planned training. Exceptions will be made for small arms ammunition when adjusting the quantity to the nearest full pack or belt. After forecasting to meet training and operational requirements, units will turn-back excess unforecasted authorizations to their next higher headquarters. All turn-backs of excess authorizations to Eighth Army must be completed by 10 March. Authorizations that are not forecasted may be taken away without prior notification.

h.   Ammunition managers at Battalion level and below are directly responsible for monitoring forecasts to ensure they coincide with planned training. Units will not enter "cookie-cutter" forecasts, wherein authorized quantities are divided by twelve, with one-twelfth of a unit's available authorizations forecasted monthly. Additionally, units will not frontload forecasts by entering more than fifty percent (50%) of their annual authorizations within the first 120 days of their forecast.

i.   When forecasting training ammunition in TAMIS for weapons qualification by DODIC; units will use DA Pam 350-38, and calculate quantities based on the STRAC events being fired. When practice or instructional events are fired, forecasted quantities per weapon will not exceed the STRAC quantity in DA Pam 350-38. For small arms ammunition only, units may increase their forecast quantity in order to request to a full pack or belt on an e581.

j.   Eventually, all forecasting in TAMIS will be required to be entered by STRAC Event. Using this method; users will select a STRAC event, and then enter the number of weapons firing that event. TAMIS will automatically calculate and enter the quantity. Quantities will be calculated by multiplying the number of weapons x the STRAC quantity for the selected event.

k.   Ammunition managers must review their unapproved TAMIS Forecast Summary Report whenever an unforecasted e581 is processed by the ASP. Ammunition managers will reduce their forecast as necessary to ensure forecasted quantities are within their available authorizations.

l.   Cartridge Actuated Devices/Propellant Actuated Devices (CAD/PAD). In addition to forecasting CAD/PAD items in TAMIS, units will also comply with USARPAC and 19th ESC, SPO directives concerning CAD/PAD management and forecasting.

7-2. Forecast Lockout Period

a.   Eighth Army Ammunition Supply Points (ASP) have a forecast lockout period of three (3) months; the current month plus the next two months. As an example of the three month lockout period; if the current date were any day in the month of October, the lockout period would include October, November, and December. The lockout period is to allow 19th ESC, SPO, time to scrub the monthly forecast, notify the Republic of Korea Army (ROKA) of transportation requests, and for ROKA to move the munitions IAW the Single Ammunition Logistics Support-Korea (SALS-K) regulation. Forecast quantities can be decreased, but not increased, during a locked month. The exception is when a forecasted quantity is moved from one unit to another using the Forecast Move Tool.

b.   On the first day of every month, forecasts for the months entering lockout periods are reduced to be within each unit's authorized quantities. An email notification is automatically sent to the POCs of units whose forecasts were reduced by TAMIS on the first day of the month. The TAMIS Forecast Reconciliation Report will show the forecasted DODICs and quantities that were reduced.

7-3. Forecast Move Tool

a.   While units cannot increase forecasted quantities during the lockout period, unit forecasts may be reduced or cross-leveled under certain conditions. The TAMIS Forecast Move Tool allows Account levels to cross-level a forecast from one unit to any other unit. Authorizations may also be moved using the Forecast Move tool, but only between units within the same hierarchy. Refer to the TAMIS User Manual for the current Forecast Move Tool Business Rules.

b. TAMIS Account level managers should maximize the use of this tool to minimize processing Ammunition Unforecasted Request (UAR) memorandums.

7-4. Ammunition Unforecasted Request (AUR) Memorandum

a. An Ammunition Unforecasted Request (AUR) memorandum is used when a unit desires to request unforecasted training or OPLOAD ammunition authorizations from an ASP.

b. An e581 is defined as unforecasted when a requested DODIC's quantity on an e581 exceeds the available forecasted quantity in the allocation period month at the requested ASP.

c. The allocation period is the month of the pickup date. The exception is when the pickup date is within the last seven (7) days of the month. In this case, the allocation period may be the pickup month or the next month. As an example, for a pickup date of 26 October, the allocation period can be either the month of October or the month of November. The allocation period is the month the forecast will be deducted from, and the month the expenditure will show against in TAMIS.

d. Units must allow for a minimum of nine (9) working days for the AUR to be processed once it is received by Eighth Army G37, EAOP-TAB.

e. Eighth Army G37, TREX, in coordination with 19th ESC, SPO will approve unforecasted ammunition requests on a case-by-case basis. Units will submit an AUR memorandum in the format shown in appendix E, signed by an O-5 or above, through their chain of command to their MSC ammunition manager. Ammunition managers at each level will validate the AUR prior to submitting it to their next higher command. Validating is verifying that the unit has the requested authorizations available in their account, is not already forecasted, and the unforecasted ammunition cannot be supported by another unit. Invalid UARs will be returned to the requesting unit. Valid AURs must be signed by the MSC's Commander's authorized representatives. The authorized representatives will be delegated on appointment orders. Only AURs signed by the **MSC's G/S3 or Training Officer** will be accepted. "FOR" signatures will not be accepted. MSC ammunition managers will provide Eighth Army G37, EAOP-TAB a copy of the appointment orders. The MSC ammunition manager is responsible for emailing the validated and signed UARs to Eighth Army G37, EAOP-TAB.

f. Submitting an UAR does not guarantee approval, nor support from a specific ASP. Approved UARs may require units to travel to another location to pick up their munitions.

g. The need to process an AUR is an indicator that the unit is not properly managing their ammunition resources and/or adequately planning for training events. MSC's that submit more than three (3) ammunition unforecasted requests during a thirty (30) day period will be required to explain in writing to Eighth Army G37, EAOP-TAB; the reasons why, and what is being done to improve their command's forecasting procedures. Unsatisfactory performance for requesting units (UIC) is processing more than one (1) AUR within a ninety day period.

7-5. Training Ammunition Forecasts and Expenditures

a. Forecasting unneeded ammunition results in unnecessary movement of munitions, and uses storage space that may be needed for others types of munitions. To prevent this, unit ammunition managers must carefully plan and forecast their ammunition requirements so they coincide with scheduled training events.

b. Eighth Army's monthly forecast versus expenditure goal is for requesting units to expend at least 90%, but not more than 100%, of their approved forecasted quantities for each forecasted DODIC. The unit level monthly objective for approved forecast versus expenditure for all DODICs is at least 85%, but not more than 100%. This objective can be met through the proper development and execution of training calendars, and good planning during weekly training meetings.

c. MSCs total quarterly expenditure percentage in rounds versus approved forecasted quantities should not fall below 75%, or be above 100%. The G/S3 of Command's whose quarterly totals for approved forecast versus expenditure percentage rate in rounds falls below 75%, or is above 100%, will be asked to explain in writing what steps are being taken to improve their command's forecasting procedures.

d. Commanders, G/S3s, and ammunition managers at all levels can use TAMIS' Forecast-Expenditure Report to monitor their unit's performance.

Chapter 8
TAMIS Electronic DA Form 581

8-1. Electronic DA Form 581

a. TAMIS automates the process for acquiring munitions by providing an electronic version of the DA Form 581. When a unit needs munitions, an e581 creator or requestor representing that unit completes an e581 form online and submits it for approval. The e581 then passes through the unit's pre-specified approval chain to the designated Ammunition Supply Point (ASP). The munitions request becomes official when the designated ASP accepts it.

b. Eighth Army ASPs will only process requests for issue of ammunition if received on an e581 through TAMIS. Eighth Army G37, EAOP-TAB, is the approving authority for use of a manual DA Form 581. Approval for the use of a manual DA Form 581 will only be granted if TAMIS is unavailable for an extended period of time. An extended period of time will be measured in weeks, and not in days.

c. An e581 turn-in module will be added to TAMIS in the future. Units will use manual DA Form 581s for turn-in of ammunition and residue using digitally signed Army approved forms until this feature is added. Once the e581 turn-in feature is active in TAMIS, the ASPs will no longer accept manual DA Form 581s unless the exception in the above paragraph is met.

d. It is the responsibility of the requesting unit to monitor the status of the e581 after it is created. It is also the units responsibility to contact the ASP to confirm and coordinate the pickup date and time.

e. Any e581 created in TAMIS that will not be used must be cancelled within TAMIS. Do not let unused e581s pile up in the system.

8-2. Prerequisites for Creating an e581
The below requirements are needed to create and properly print an e581.

a. Software. ApproveIt Client (digital signature software) must be installed on the user's computer to digitally sign an e581. ScriptX, although not required to create an e581, is needed to

properly print it. ScriptX is required to be installed on ASP computers that print file copies of e581s. Both Approvelt and ScripX can be downloaded from the TAMIS website.

b. e581 Approval and User Setup. The requesting unit's Unit Identification Code (UIC) in TAMIS must have a defined e581 Approval Setup and User Setup for the munitions account being requested.

(1) Eighth Army G37, EAOP-TAB defines the e581 Approval Setup in TAMIS for the requesting UIC. The e581 Approval Setup process establishes the order in which an e581 is to be requested, approved, and validated by UIC. All e581s must have a requestor and approver. The number of validators may vary.

(2) The e581 approving authority defines the e581 User Setup in TAMIS. A primary person must be assigned to each role before an e581 can be created. Eighth Army requires a primary and at least one alternate to be assigned. The e581 User Setup must be updated each FY. The setup does not automatically transfer to the next FY. TAMIS will allow the current User Setup to be copied to the next FY using the Copy e581 UIC Setup feature. The current FY Approval Setup will also be copied at the same time. When copied, it is extremely important that the copied setup is between the same accounts; training to training, combat load to combat load, and operational load to operational load. Mixing the accounts will result in cancelling all pending e581s, the Approval Setup redefined, and the User Setup reestablished. E581 approving authorities are required to verify that the current FY's e581 user setup is updated, and then copy the setup to the next FY starting on 15 July and completing NLT 1 August of each year.

(3) The requestor and approver cannot be the same person on an e581.

(4) Training ammunition validators. Eighth Army G37, EAOP-TAB is the Training Ammunition Manager (TAM) and final validator for training e581s. Other validators for training ammunition e581s are optional, and are determined by a Unit's higher command. For the reason that optional validators are established by higher commands; a requestor cannot also be a validator on training ammunition e581s.

(5) Operational load (OPLOAD) validators. The Property Book Officer (PBO) or authorized representative will always be set as a validator immediately following the requestor for OPLOAD E581s. Eighth Army G37, EAOP-TAB is the Training Ammunition Manager (TAM) and final validator for OPLOAD e581s. Additional validators are optional, and may be designated by a unit's higher command. For the reason that optional validators are established by higher commands; a requestor cannot also be a Validator on OPLOAD e581s.

(6) Combat load validators. The Property Book Officer (PBO) or authorized representative will always be set as a validator immediately following the requestor for combat load e581s. 19th ESC, SPO Munitions is always the final validator for combat load e581s. Property Book Officers may also be the combat load managers for some units. When this is the case, PBOs are authorized to be both the requestor and 1st validator on combat load e581s. Requestors that are not the PBO or their designated representative cannot be both the requestor and validator on combat load e581s.

(7) Requestors and approvers must be on a valid DA Form 1687. Validators are not delegated on a DA Form 1687; however, PBOs will be appointed on orders as the organizations Property Book Officer. Property Book Officer assistants used as TAMIS validators will be appointed on orders. The orders for PBO assistant TAMIS e581 validators must state that the individuals have access to PBUSE.

c. Ammunition authorizations. The UIC in TAMIS being used to create an e581 request must have an ammunition authorization in TAMIS. The authorization must be for the type of ammunition account being requested, i.e., training, operational load or combat load. The UIC's available authorizations and forecasted quantity for a DODIC in TAMIS will be decremented by the quantity being requested at the time an e581 is created.

8-3. Creating a Training Ammunition e581
The following guidelines and policies will be used when creating an e581 for training. Refer to the TAMIS User Manual for detailed instructions on how to create an e581 using TAMIS.

a. STRAC Training (TRS) will be selected by U.S. Army units when creating an e581 for Training.

b. Training Other (TRO) is used by the United States Marine Corps. In rare occasions, Army units will use TRO if requesting a DODIC that does not have an associated STRAC event. Eighth Army G37, EAOP-TAB must approve e581s using TRO. Eighth Army will only validate valid training e581s with an Action Code of TRO.

c. POI (Program of Instruction) Training (TRP) is used when creating an e581 for Warrior Leaders Course and the KATUSA Training Academy. Only the Noncommissioned Officers Academy (NCOA) will use this option.

d. e581 Document Number. Users will obtain an expendable document number from the person maintaining the expendable Class 5 document register for the unit. This is usually the company or battalion supply sergeant. Failure to properly maintain a document register may result in duplicate document numbers. Duplicate document numbers cannot be processed by the ASP and will be rejected. TAMIS prefills the Julian Date on the e581 when it is being created. The TAMIS generated Julian Date is Eastern Standard Time, and cannot be changed on training ammunition e581s. Julian Dates on operational load and combat load e581 can be changed up until seven (7) days past the e581s creation date.

e. Training Dates.

(1) Training dates will not cross Fiscal Years. Training dates must cover the entire training period within the current FY, and must match scheduled training events.

(2) Training dates will not exceed 75 days for 40mm non-HE and below; not including Paintball munitions. Units may draw and store these type training munitions on a single e581 to support multiple training events. The storage license must allow for the extra munitions, and proper accountability and physical security must be maintained IAW DA Pam 710-2-1 and AR 190-11.

(3) Training dates for training munitions for HE and items above 40mm will not exceed thirty (30) calendar days. The first O-6 in the unit's chain of command can authorize an extension to maintain training munitions on-hand for up to ninety (90) calendar days when: the unit's time in a field environment is extended; or the time awaiting turn-in exceeds thirty (30) calendar days. This extension does not eliminate the requirement to turn-in unused ammunition and residue within five (5) working days from the end date of training.

f. At no time are units authorized to maintain on-hand the same training ammunition for more than ninety (90) consecutive calendar days.

g. Date Materiel Required (RDD).

(1) The RDD is the requested pickup date. Issues and turn-ins of ammunition in Korea are joint operations involving the U.S. Army (USA) and the Republic of Korea Army (ROKA). Both the USA and ROKA require three (3) full working days each to prepare an e581 for issue. Therefore, all RDDs must be scheduled with the ASP no less than six (6) working days prior to the desired pickup date. Appointments scheduled less than six (6) working days are considered a late request. Late requests require a letter of lateness from the unit signed by on O-5 or above, and the request must be approved by the 6th Ordnance Battalion SPO. A letter of lateness does not guarantee the ASP can support the request.

(2) Requests with an RDD of less than three (3) working days are not in compliance with USFK Regulation 700-5, Single Ammunition Logistics Support-Korea (SALS-K). The SALS-K regulation is between the U.S. and ROK Governments. Normally, these requests will be disapproved by the Eighth Army TAM validator. If TAM validated, the ASP is not required to make light boxes, and the unit may have to pay overtime for the ASP employees. As a general rule, Eighth Army only TAM validates RDDs of less than three (3) working days for major training exercises. Examples are US/ROK combines live fire exercises, and for main gun ammunition to support Tank, Bradley, Stryker, Artillery, Apache and OH-58 Gunneries. Even though Eighth Army TAM validates a late request, ROKA may still not be able to support it.

(3) Non-working days for days 4-6 before a pickup date are: Weekends, and the day the ASP accepts the e581. Non-working days for days 1-3 before a pickup date are: ROK Holidays, Weekends, Wednesdays, and the day of pickup.

(4) Processing late requests strains USA and ROKA relationships, creates extra burdens for both the USA and ROKA, and may result in overtime payments for ASP personnel. Because of this impact, MSCs that process a total of more than five (5) late requests within a thirty (30) consecutive day time period will be required to explain in writing to Eighth Army G37, EAOP-TAB what procedures they are implementing to improve their units planning processes. Failure to show procedures are in place to improve units' planning will result in the Eighth Army TAM validator disapproving late documents. Battalion's that process more than two (2) late requests within a thirty consecutive day time period will be considered as not in compliance with this regulation during Command Inspections.

(5) The RDD must be within 72 hours of the start training date annotated on the e581.

g. Training (DA Pam 350-38) Events. Requests for issue of training ammunition will show all Events being conducted for each DODIC being requested. For example, a unit with EST 2000 requesting 5.56mm Ball (DODIC AB57/A059) for record qualification will select both the Zero Event and the Record Fire Event. DODIC quantities for each Event will be properly calculated using DA Pam 350-38. In the above example; 18 rounds will multiplied by the number of firers for the Zero Event, and 40 rounds per firer for the Record Fire Event.

h. Range Designation. Requests for issue of training ammunition will include the range designation where the munitions will be expended. The range selected on the e581 will match the range scheduled through the Range Facility Management Support System (RFMSS).

i. Mission Event Codes. Mission Event Codes (MEC) are user-defined codes that provide additional descriptions for the type of training. The use of an MEC in Eighth Army is optional except for e581s prepared for the following events: Expert Infantry Badge qualification (EIB),

Expert Field Medical Badge qualification (EFMB), Best Warrior Competition (BWC), Best Medic Competition (BMC), Best Squad Competition (BSC), and USFK directed exercises such as Foal Eagle/Key Resolve (Foal Eagle). The corresponding MEC shown in TAMIS for these events will be used. MSC's may submit requests to Eighth Army G37, EAOP-TAB to add specific MECs to track their unique exercises.

    j. Remarks Block. TAMIS automatically enters some of the required information in block 28 of an e581. Units must enter any other information required by this regulation and AK Reg 700-3.

    k. Unforecasted e581. The following policies apply to unforecasted requests for training ammunition.

        (1) Unforecasted e581s will not be created before an approved Eighth Army AUR memo is received.

        (2) Only one e581 can be used per Eighth Army approved AUR memo.

        (3) The unforecasted DODICs and quantities on the e581 must match the DODICs and quantities on the Eighth Army AUR memo.

        (4) The following statement must be entered in the Remarks section (block 28) "UNFORECASTED. The Eighth Army approved AUR control number is _enter control number_".

8-4. Creating an Operational Load (OPLOAD) e581

The following guidelines and policies will be used when creating an e581 for OPLOAD. Refer to the TAMIS User Manual for detailed instructions on creating e581s using TAMIS.

    a. e581 Document Number. Users will obtain a non-expendable document number from the Property Book Officer (PBO) before creating an e581 for OPLOAD. The document number on the e581 must match the document number in the Property Book Unit Supply Enhanced (PBUSE) system. TAMIS prefills the Julian Date on the e581 when it is being created. The TAMIS generated Julian Date is Eastern Standard Time. The Julian Date can be changed during the creation of an OPLOAD e581; however, the date can only go back seven (7) days.

    b. Date Materiel Required (RDD). The RDD is the requested pickup date. All RDDs must be scheduled with the ASP no less than six (6) working days prior to the desired pickup date. Except for emergency issues directed by a General Officer (GO), the ASP will usually change the pickup date so it meets the six working day requirement. Appointments scheduled less than six (6) working days are considered a late request. Late requests require a letter of lateness from the unit signed by on O-5 or above, and the request must be approved by the 6th Ordnance Battalion SPO. A letter of lateness does not guarantee the ASP can support the request. Except for General Officer directed emergency issues, Eighth Army G37 will not TAM validate OPLOAD requests with a pickup date that is less than three (3) working days away.

    c. Remarks Block. TAMIS does not distinguish between operational load intended to be expended and operational load that will be maintained on-hand. Therefore, it is imperative that the type of operational load being requested is identified in the remarks section. Every e581 for operational load will include one of these statements: "This request is for operational load to be expended.", or "This request is for operational load to be maintained on-hand." Unforecasted e581s must also contain the following statement "UNFORECASTED". The Eighth Army approved AUR control number is _enter control number_".

d. Units can only draw a 30 day supply of operational load intended for expenditure. Units will be required to clear the issue document within five (5) working days from the end of the operational event.

8-5. Creating a Combat Load e581

The following guidelines and policies will be used when creating an e581 for combat load that will be stored by the unit. Refer to the TAMIS User Manual for detailed instructions on creating e581s using TAMIS.

a. e581 Document Number. Users will obtain an expendable document number from the Property Book Officer (PBO) *before* creating an e581 for combat load. The document number on the e581 must match the document number in the PBUSE system. TAMIS prefills the Julian Date on the e581 when it is being created. The TAMIS generated Julian Date is Eastern Standard Time. The Julian Date can be changed during the creation of a combat load e581; however, the date can only go back seven (7) days.

b. Date Materiel Required (RDD). The RDD is the requested pickup date. The unit will enter a desired pickup date on the e581. The ASP will schedule a pickup date for combat load that will be stored by the unit in their Ammunition Holding Area (AHA). The pickup date for combat load to be stored at the ASP will be 30 September.

c. Remarks Block. Below are required remarks for combat load e581s with an explanation of when it is to be used. Users will enter the applicable remarks.

(1) Initial issue of combat load. Used when this is the initial request for combat load.

(2) This request is in addition to current on-hand quantities. Used when authorizations are increased. This statement should be used on documents to be picked up as well as requests for stored combat load (SCL).

(3) This request is due to a decrease in authorizations. Used when combat load authorizations are decreased, and quantity on-hand (stored at unit) is to be turned in as excess.

(4) This request is to replace ammunition no longer suitable for combat load. Issued document number_____. Turn-in document number_____. Used on both the issue and turn-in document when stocks are no longer suitable for combat load and are rotated. This will be based on the inspection results from surveillance personnel. The issue document number is mandatory on the turn-in e581 when rotating Combat Load that was drawn during the current active Fiscal Year

d. Required Documents. Units requesting combat load will digitally send to 19th ESC SPO Munitions, a copy of their most recent monthly inventory. The inventory will be a copy of the actual monthly inventory document and not a printout from PBUSE. For an SCL e581, the requesting unit will also send a copy of the SCL memorandum provided by the ASP's Quality Assurance Specialist (Ammunition Surveillance) QASAS.

e. Units with both an MTOE/TDA. Some units have both an MTOE/TDA, where the TDA's UIC ends in 99. The following policy will be followed for these units when creating a combat load e581.

(1) Scenario: Both the MTOE/TDA UICs have the same Commander AND the personnel for both UICs are located in the same geographically area during both peacetime AND hostilities.

These units will have their combat load authorizations consolidated under the MTOE/UIC, and e581s will be processed using the MTOE UIC.

(2) Scenario: Personnel assigned to the MTOE/ TDA UICs are located in different geographical areas during both peacetime and hostilities. For these units; combat load authorizations will be kept separate in TAMIS, and each UIC will create e581s using their individual UIC.

8-6. Procedures for a Stored Combat Load (SCL) e581

a. Combat load that cannot be stored in their Ammunition Holding Area (AHA) may be stored at the unit's supporting ordnance company as SCL. When a unit does not have an AHA or is not sure that it's AHA is adequate for storing its combat load, the unit will—

(1) Request an inspection of its AHA by a QASAS from either its supporting Ordnance Company or The Army Material Command (AMC)-Korea office. The QASAS will provide a memorandum stating why the unit's AHA is inadequate, the recommended storage site, and the DODIC(s) and quantities that require alternate storage.

(2) Create an e581 in TAMIS for SCL IAW this regulation, the TAMIS manual.

(3) In the Remarks Section enter: *Request for Alternate SCL at* <u>enter the location stated on the QASAS Memorandum.</u> Additionally, add one of the following statements as appropriate: *This is an initial request for SCL,* or *This SCL request replaces a previously processed document for SCL. Previous document number(s) are*: <u>enter document numbers</u>, or *This document has no changes in authorizations, but reflects an update in signatures.*

b. An approved SCL packet consists of two documents: The e581 and the QASAS memorandum.

c. 19th ESC SPO, Munitions, the e581 approving authority, and requesting unit will maintain a copy of the SCL packet. The requesting unit will retain the original QASAS memorandum. TAMIS retains copies of the approved e581 and can be printed whenever needed.

d. Units, with the assistance of the Eighth Army, G4 Munitions Division, will review their SCL requirements annually upon receipt of their new Combat Load authorization. This review will determine if any changes are required to quantities or ASP location. Requests for SCL are required to be updated whenever a DODIC quantity or SCL location changes, the unit's DA Form 1687 becomes invalid, or as directed by 19th ESC SPO, Munitions.

e. Requests to cancel SCL during mid-year will be accomplished by memorandum to 19th ESC SPO, Munitions through the PBO and endorsed by the Combat Load e581 approving authority. 19th ESC SPO, Munitions will reply by endorsement to the Combat Load e581 approving authority and delete the allocations from the unit's account. Units will cancel the SCL e581 in TAMIS. No notifications or requests are required to be submitted to 19th ESC SPO, Munition for SCL expiring at the end of the FY. Units should notify their PBO to cancel the expired SCL e581 document in PBUSE.

8-7. Procedures and Policies for e581 Turn-ins

a. A module for processing turn-in e581s (DA Form 581) will be available in TAMIS in the future. Once the module is available, only turn-in e581s created in TAMIS will be accepted.

Additional guidance for processing turn-ins in TAMIS will be provided by Eighth Army G37, EAOP-TAB when the module is released.

b. While awaiting the release of the turn-in module, turn-in e581s will be processed using the current HQDA approved electronic forms. Instructions for completing a DA Form 581 can be found in DA Pam 710-2-1 and AK Reg 700-3.

c. Units must clear their Issue e581 with the ASP within five (5) working days from the end date of training stated on the e581. Clearing an e581 is turning in 100% of unexpended ammunition and 100% of accountable residue to the ASP. When the ASP's schedule cannot accommodate a turn-in within five working days, a turn-in appointment must be scheduled within the five working days.

d. Units that fail to clear their Issue e581s will become delinquent and placed on the 6th Ordnance Battalion's delinquent document list. This includes units that fail to schedule a turn-in appointment within five working days, fail to show up for a scheduled turn-in appointment, or are short live or residue items during their turn-in. Delinquent units cannot request extensions.

e. When a unit is delinquent, no additional training ammunition will be requested in TAMIS or issued to the unit until the delinquent documents are cleared with the ASP. The UIC on the Issue e581 is the activity that becomes delinquent. All units that use that UIC are delinquent.

f. Refer to AK Reg 700-3 and the 6th Ordnance Battalion's external SOP for procedures on shortages, consumption certificates, and missile reporting procedures to AMCOM and the 19th ESC SPO Munitions Branch.

Chapter 9
TAMIS Expenditures

9-1. Expenditures

a. Expenditures in TAMIS are the quantities of ammunition per DODIC that a unit has drawn from, or turned-in to, an Ammunition Supply Point. Unit ammunition authorizations will be reduced in TAMIS by the quantity of ammunition drawn from the ASP. Unit authorizations will be increased by quantities turned in to the ASP. Live turn-in quantities, except for condition code (CC) H, are credited back to the units FY authorizations. Live turn-ins, except CC-H, can be re-forecasted and drawn at a later date during the same FY. Delinking ammunition is unauthorized, and units will not receive turn-in credit for ammunition that has been delinked or otherwise modified.

b. TAMIS records expenditures when the ASP uploads the Standard Army Ammunition System (SAAS) Transaction File into TAMIS.

c. TAMIS determines the fiscal year to record expenditures based on the actual dates ammunition is expended, and not the date the munitions were drawn. Units will not create an e581 with training dates that cross fiscal years. Two separate e581s will be required in this situation. For example: if the training dates are 15 September to 15 October, one e581 will be created for the training dates of 15 September - 30 September, and a second e581 will be created for the training dates of 1 October - 15 October.

9-2. Expenditures of Substitute Department of Defense Identification Codes (DODICs)

a. The ASP will issue the requested DODIC if stocks are on-hand.

b. When a requested DODIC on an approved e581 is not available, the Ammunition Supply Points will only issue items from the approved Substitutability & Interchangeability List or a command approved training support substitute. Substituting straight ball for mix (4 ball/1 tracer) ammunition is not authorized without prior approval from Eighth Army G37, EAOP-TAB. USARPAC G3 is the approving authority for use of training support substitute DODICs.

c. Only missile items with an authorization will be issued. Missile items will not be substituted. Units must request an authorization change through command channels if a missile DODIC other than the one authorized is to be issued.

d. When a prime DODIC is requested and a training support substitute is issued, TAMIS posts the expenditures against the training support substitute DODIC. Cumulative expenditures of both the prime and training support substitute DODIC must not exceed the authorization of the prime DODIC. Eighth Army will reduce the unit's authorization of the prime DODIC by the quantity of the training support substitute DODIC expended.

9-3. Non-exploding Ordnance (dud) Reporting

a. TAMIS tracks DODICs issued that have the potential of becoming duds. The collection of this data is to meet Environmental Protection Agency requirements. When potentially dud-producing ordnance is issued, TAMIS adds the e581 document number to the list of documents that requires a dud entry. The quantity of duds must be recorded in TAMIS for each DODIC by lot number and serial number (even if the quantity is zero). TAMIS alerts users that a dud/ Unexploded ordnance report is required.

b. Range Officers will contact the unit ammunition manager or unit TAMIS operator within one (1) work day after the end of training, and report the number of unexploded ordnance/duds by range and DODIC and lot number, and serial number if applicable. The unit ammunition manager will then enter this information into TAMIS the same day.

c. Installation range organizations are still required to identify and maintain permanent records of the coordinates of all areas known or suspected to contain Unexploded Ordinance (UXO) IAW AR 350-19. The TAMIS dud entry does not negate the requirement to report malfunctions IAW AR 75-1.

d. Refer to AK Regulation 700-3, Conventional Ammunition, for additional information on malfunction procedures.

Appendix A
References

Section I. Required Publications
The publications below are required to be immediately available by all TAMIS and Ammunition Managers. TAMIS and Ammunition managers are required to be familiar with the sections of these publications that are relative to their position. To reduce cost of resources, maintaining only digital copies of these publications are encouraged and acceptable.

AR 5-13, Total Army Munitions Requirements and Prioritization Policy

AR 190-11, Physical Security of Arms, Ammunition, and Explosives

AK Reg 350-1, Eighth United States Army Training and Leader Development

AK Reg 700-3, Conventional Ammunition

DA Pam 350-38, Standards in Training Commission

DA Pam 710-2-1, Using Unit Supply System (Manual Procedures)

TAMIS User Manual

USFK Reg 700-5, Single Ammunition Logistics System-Korea

Section II. Related Publication
This section contains no entries.

Section III. Prescribed Forms
This section contains no entries.

Section IV. Referenced Forms

DA Form 581, Request For Issue and Turn-In Of Ammunition

Da Form 1687, Notice of Delegation of Authority - Receipt for Supplies

Da Form 2064, Document Register for Supply Actions

Section V. Useful Links (some sites require CAC verification and/or registering for an account)

TAMIS Live Website

TAMIS Practice Site

Eighth Army Portal

DA Pam 350-38 STRAC website

FMS Web - Online MTOE & TDA data

AKO Ammunition Community of Practice (CoP)

Joint Munitions Command (JMC) - Get AINs, NLAC, S&I List

The Army Publishing Directorate

Appendix B
Timelines and Recurring Actions

Munitions Management Timelines and Recurring Actions
Munitions management actions usually follow a recurring timeline. Listed below is a summary of Eighth Army's significant ammunition management activities and suspense dates. This list is not all inclusive of routine activities that ammunition managers may perform.

a. Eighth Army G3, EAOP-TAB recurring Activities and Suspense Dates.

(1) Conducts a semi-annual Munitions Managers' Conference. Conferences are normally conducted in January and July.

(2) Submits final FY turn-back of excess training, operational load, and combat load authorizations in TAMIS to USARPAC NLT 15 March.

(3) Inputs MSCs and Eighth Army's Separate Unit's next FY training and operational load ammunition authorizations into TAMIS NLT 1 June.

(4) Submits TAMIS Hierarchy and unit's weapons density discrepancies for the year after next to USARPAC NLT 1 August.

(5) Inputs MSCs next FY combat load authorizations into TAMIS NLT 1 September.

(6) Submits Eighth Army's training, operational load, and combat load requirements in TAMIS to USARPAC for the year after next NLT 10 September.

(7) Submits Eighth Army's stockage objective (SO) for the year after next in TAMIS NLT 1 November.

(8) Conducts a pre-positioning meeting with 19th ESC, SPO, (MM) during October.

(9) As approved by HQDA; the TAMIS contractor conducts TAMIS and ammunition management courses monthly, or as requested.

(10) Attends USARPAC and Eighth Army ammunition related meetings and conferences as requested.

b. 19th Expeditionary Sustainment Command, Munitions Supply Section (MM).

(1) The first week of each month, or as requested, provides Eighth Army G37, EAOP-TAB a current stock status report.

(2) The first week of January, April and July, and October, reviews the TAMIS forecast for Eighth Army ASPs and takes appropriate action to ensure assets are available to support ninety (90) days of forecasted munitions.

(3) The first week of January, April and July, and October, or as requested, provides Eighth Army G37 (EAOP-TAB) a list of available authorized substitutes, training support substitutes, and scheduled due-ins for forecasts that cannot be supported.

c. Major Subordinate Commands (MSC) recurring Activities and Suspense Dates.

(1) Submits final turn-back of current FY's excess training, operational load, and combat load authorizations in TAMIS to Eighth Army NLT 10 March.

(2) MSCs with aircraft, provides 19th ESC, SPO, Munitions a CAD/PAD forecast NLT the first day of February, May, August, and November. The format will be IAW 19th ESC, SPO's (MM) guidance.

(3) Submits TAMIS Hierarchy and unit's weapons density discrepancies for the year after next to Eighth Army between 1-10 July.

(4) Update and copy the TAMIS e581 User Setup from the current FY to the next FY between 15 July and 15 August.

(5) Inputs subordinate unit's next FY training and operational load ammunition authorizations into TAMIS. Ensures authorizations are sub-authorized down to the UIC level NLT 15 July, and forecasted NLT 31 July.

(6) Submits Command's training, operational load, and combat load requirements in TAMIS to Eighth Army for the year after next between 15 August and 15 September.

d. **All users** log into TAMIS and check for new Broadcast messages and pending actions under Alerts and Notifications, and take appropriate actions as applicable.

e. No Later Than (NLT) dates may change to accommodate USARPAC directives or when the NLT date falls on a weekend or holiday.

Appendix C
Ammunition Event Codes

a. The Event Code (EC) is a required three-character code that tells TAMIS where to look for the unit's authorizations. Units must have an authorization in the requested account in order to complete an e581.

b. Ammunition Event Codes replace the Training Event Codes found in DA Pam 710-2-1, Using Unit Supply System (Manual Procedures).

c. The ECs shown below will be used to describe all expenditures of ammunition.

Table C-1
The Event Codes

TRS	STRAC Training (derived from weapons strategies contained in DA Pam 350-38)
TRP	POI (Program Of Instruction) (used to identify TRADOC approved Programs Of Instruction)
TRN	New Equipment Training (NET) (used in conjunction with Project Managers or Program Manager fielding)
TRO	Training Other (used for events not resourced by DA Pam 350-38. The Marine Corps and the Navy use this for training requests)
TST	Test (used by ATEC or on behalf of ATEC or other testing agencies). Includes select Research, Development and Evaluation munitions)
ABL	Combat Load (used to draw a combat load or replenish the combat load)
OPJ	Operational Project (used when directed by HQDA for special missions or when an individual command establishes a specific mission
OPL	Operational Load (used for Common Table of Allowance requirements)
OPN	Sustainment Load (used as directed for specific operational missions and usually after Combat Load is consumed)

Appendix D
TAMIS Ammunition Accounts

There are eight (8) ammunition accounts in TAMIS separated into five (5) categories.

Category	**Account**	**Remarks**
Training……………	Training …………………...	STRAC, Includes POI and Mobilization
Operational………..	Combat Load………………	Initiate Combat Operations
	Sustainment Load………..	Sustain Combat Opns until re-supply
	Operational Load…………	Peacetime and Garrison Missions
	Operational Project……….	HQDA approved special missions
NET………………..	NET…………………………	New Equipment Training
Test………………..	Test…………………………...	RD&A, testing and evaluation
Title X……………...	Training……………………	Munitions funded and appropriated by Congress specifically to support Geographic Combatant Commanders (GCCs) for training of foreign soldiers participating in humanitarian and civic assistance missions, and Joint Chiefs of Staff exercises with foreign nations.

Appendix E
TAMIS User Account Request Form

TAMIS USER ACCOUNT REQUEST FORM

Part A – To be completed by the person requesting a TAMIS Account.

1. Personal & Unit Info

Rank: [ ]   First Name: [ ]   Last Name: [ ]   MI: [ ]

DoD Enterprise Email Address: [@mail.mil]

Activity where you will perform ammunition duties. Some examples are: 19th ESC or HHC 19th ESC or 94th MP Bn or 1ABCT or 65th MEDCOM Bde or HHC 65th MEDCOM. Only enter the highest level; not both parent and subordinate units such as MSC-K, 25th Trans and 6th Ord Bn. Only enter the parent which is MSC-K. However, enter multiple units if a unit is outside of your hierarchy. Examples: 302d BSB & 1-72 Armor or A & B Co 302d BSB or STB-K & HQ HQ Bn 8th Army.

[ ]

DSN Phone Number: [315-]   Commercial Phone Number: [ ]

2. Type Ammunition Account(s) you will manage Place an X in the applicable box(s).

Training [ ]   Operational Load (OPLOAD) [ ]   Combat Load [ ]

3. Appointed Ammunition Management Duty   Place an X in each applicable box.

e581 Approver [ ]   e581 Validator [ ]   e581 Requestor [ ]   View Reports Only [ ]

Property Book Officer [ ]   19TH MMS SPO [ ]   QSAS [ ]   SAAS/TAMIS Operator (ASP) [ ]

Comments: Clarify if the appointed duty is different for checked ammunition type accounts. Example: If all three ammunition accounts are checked and both Requestor and Validator are checked, but duties are different, then a comment could be: *Requestor for Training and OPLOAD, and Validator for Combat Load.*

[ ]

Part B – To be completed by the e581 Approving Authority

1. TAMIS Hierarchy level to affiliate user (Enter level **EXACTLY** as shown in the TAMIS hierarchy)
Verify location with the requesting user. Login to TAMIS, go to the Classic Directory, click on the unit level on the left, then copy and paste (unformatted text) the unit name from the right side of the TAMIS Directory. Examples: US Army Materiel Support Center, Korea or W07PAA - HONOR GUARD.

[ ]

2. This individual is on Appointment Orders as an ammunition manager.   YES [ ]   NO [ ]

E581 Approving Authority Checklist:

1. Verified the user does not already have a TAMIS Account.
2. The request form is completely and accurately filled in.
3. The user has a certificate of TAMIS training.
4. Send the request form and certificate of training to 8A G3 TREX-TDM.

Appendix F
Format for Ammunition Unforecasted Request (AUR) Memorandum

(LETTERHEAD OF COMMAND)

MEMORANDUM FOR Commander, Eighth Army, ATTN: G37 Training Division, EAOP-TAB, Unit # 15236, APO AP 96205-5236

SUBJECT: Ammunition Unforecasted Request

1. Reference Army in Korea Regulation 5-13, Eighth Army's Policies and Procedures for Munitions Management using the Total Ammunition Management Information System (TAMIS).

2. This command requests unforecasted _enter Training or Operational Load_ ammunition for expenditure during Fiscal Year XXXX. I acknowledge that this is a request, and that the requested ammunition may not be available.

3. Provide a reason why the ammunition was not properly forecasted.

4. Request approval of unforecasted ammunition for Unit Name (UIC:_____) for the following DODICs, quantities, and location (ASP):

    DODIC   NOMENCLATURE   QTY   ASP

5. My ammunition managers have verified that the unforecasted quantities for the above DODIC(s) cannot be cross-leveled from any other unit within my command. I have directed this command's ammunition managers to review their forecasting procedures.

6. Requested pick up date: _____; Training dates:_____

7. POC. (Provide the name, title, telephone number, and email address of the individual responsible for the request.)

                                   Signature Block
                                   (05 or above)

I have reviewed this AUR and concur that this is a valid request. My ammunition managers reviewed a current remaining forecast report, and there are no available forecast quantities that can be moved to support this request.

For the Commander:

MSC G3/S3 or Training Officer Signature Block
(The AUR may only be signed by the MSC G/S3 or Training Officer.
The individual signing must be authorized to sign for the MSC Commander)

Appendix G
Format with Example to Request Assistance Entering Combat Load Requirements

UNIT LETTERHEAD

Unit Office Symbol   Date

MEMORANDUM FOR Commander, Eighth Army G37, ATTN: EAOP-TAB, UNIT #15236, APO AP 96205-5236

SUBJECT: Request Assistance Entering Combat Load Requirements for Fiscal Year 2015.

1. Reference Army in Korea Regulation 5-13, Eighth Army's Policies and Procedures for Munitions Management using the Total Ammunition Management Information System (TAMIS).

2. Request Eighth Army's assistance establishing the below Combat Load requirements in TAMIS. These requirements are due to a change to our approved MTOE.

3. The following information is provided:

Unit UIC: WA4FT0_   **Unit Name**: HHC, 2-9 Infantry Bn *(from the TAMIS hierarchy)*

Approved MTOE Number: _07205RP101__ **EDATE**: 10/16/13 **Sub Unit**: 100

Lin#/Qualifier	Weapon System	Unit Type	TAMIS Qty	Approved Qty	Net Change
M92841	Machine Gun, 7.62mm	Any except Sustainment	0	2	+2
All	Bulk Items	Combat Arms	135	151	+16
Rifle/Recon Plt	Rifle Launched Entry Munition (RLEM)	Infantry	66	82	+16

4. POC. (Provide the name, title, telephone number, and email address of the individual responsible for the request.)

Encl   Battalion or Higher Commander's Signature Block
Approved MTOE/TDA from FMSWeb   **(Must be signed by O-5 or above)**
in Excel format with changes highlighted

Appendix H
Format with Example for Requesting to Draw Sustainment Load Ammunition

UNIT LETTERHEAD

Unit Office Symbol   Date

MEMORANDUM FOR Commander, Eighth Army G37, ATTN: EAOP-TAB, UNIT #15236, APO AP 96205-5236

SUBJECT: Request to Draw Fiscal Year 2015 Sustainment Load Ammunition

1. Reference AK Reg 5-13, Eighth Army's Policies and Procedures for Munitions Management using the Total Ammunition Management Information System (TAMIS).

2. Request approval to draw Fiscal Year 2015 Sustainment Load to supplement our Combat Load.

3. Justification: Explain in detail the need to draw Sustainment Load ammunition. Send via SIPR if classified.

4. The following information is provided:

Unit UIC: WA4FT0_   **Unit Name**: HHC, 2-9 Infantry Bn *(from the TAMIS hierarchy)*

DODIC	DODIC Nomenclature	Current CL Qty	Requested Qty	Net Change	TAT/Non-TAT
A363	CTG, 9MM BALL PISTOL	1,650	2,475	+825	TAT
C791	CTG, 120MM HEAT-MP-T M830A1	14	21	+7	Non-TAT
CA05	CTG, 120MM HE-OR-T XM908	2	3	+1	Non-TAT
CA26	CTG, 120MM APFSDS-T M829A3	21	21	+10	Non-TAT
CA38	CTG, 120MM CANISTER ROUND	5	8	+3	Non-TAT

5 POC. (Provide the name, title, telephone number, and email address of the individual responsible for the request.)

Encl   Brigade Commander's Signature Block
Unit Vehicle Load Plans for Non-TAT munitions   **(Must be signed by the Brigade Commander)**

Appendix I
Format with Example of Request Turn-back of Combat Load Authorizations

(LETTERHEAD OF COMMAND)

OFFICE SYMBOL   DATE

MEMORANDUM FOR Commander, Eighth Army G37, ATTN: EAOP-TAB, UNIT #15236, APO AP 96205-5236

SUBJECT: Request Turn-back of Combat Load Authorizations

1. Reference AK Reg 5-13, Eighth Army's Policies and Procedures for Munitions Management using the Total Ammunition Management Information System (TAMIS).

2. The 1st Signal Brigade requests turn-back of the below Fiscal Year 2015 Combat Load authorizations.

DODIC	DODIC Nomenclature	Current TAMIS Authorization	New TAMIS Authorization	Net Change
A063	CTG, 5.56MM TR F/M16A2	54,800	53.800	-1,000
A576	CTG, .50 CAL LKD 4 API/API-T F/M2	8,000	7,000	-1,000
AB57	CTG, 5.56MM BALL M855A1	232,900	228,650	-4,250

3. POC. (Provide the name, title, telephone number, and email address of the individual responsible for the request.)

FOR THE COMMANDER:

MSC G3/S3 or Training Officer Signature Block
(Must be signed by the MSC G/S3 or Training Officer)
(The individual signing must be authorized to sign for the MSC Commander)

Appendix J
Example of DA Form 5203 (DODIC Master/Lot Locator Record)

DA FORM 5203, May 83						BALANCE ON HAND	CC	CC	CC	CC
DODIC MASTER/LOT LOCATOR RECORD							LOC	LOC	LOC	LOC
For use of this form see DA Pam 710-2-2; the proponent agency is TRADOC										
DATE	DATE SERIAL	DODAAC	TRANS CODE		GAIN QUANTITY (turn in)	LOSS QUANTITY (issue)	Init Auth 51,404	BALLANCE BROUGHT FORWARD		
			Gain	Loss						
1-Jul-14		Bn S3			51,404		51,404			
1-Oct-14		SCT1	2,900				51,404			
17-Sep-14	4260 0500	17th ASP	0			2,900	48,504			
1-Nov-14		SCT1	3,770				48,504			
8-Nov-14	4324 0500	17th ASP	0			3,770	44,734			
21-Nov-14	4325 0500	17th ASP	696		696		45,430			
1-Jan-15		SCT1	2,900				45,430			
9-Jan-15	5025 0500	17th ASP	0			2,900	42,530			
					Example					
REMARKS							QD CLASS	NEW	U/I	U/PK	U/PRICE
							COMP GP	FS CAT	WGT/RD	WGT/PK	CUBE
Current Authorization: 51,404										
DODIC A059	FSC /NSN 1305			DESCRIPTION 5.56mm Ball F/M16/M4				CC	LOT NO.	

Complete DA Form 5203 for each authorized DODIC as follows:

a. Draw a line through the words "LOT LOCATOR RECORD" in the form title.

b. **BALANCE ON HAND** – Enter Initial FY Authorization in first block.

c. **DATE** - Enter date of the transaction posting.

d. **DATE/SERIAL** - Enter Julian date and serial number of the e581 document number.

e. **DODAAC** - Enter unit designation.

f. **TRANS CODE GAIN/LOSS** – Enter forecasted quantity in red.

g. **GAIN QUANTITY** - Enter quantity of ammunition turned in on the DA Form 581/e581 less Condition code H quantities.

h. **LOSS QUANTITY** - Enter quantity of live ammunition received (from the e581)

i. **BALANCE BROUGHT FORWARD** - Enter balance after transaction.

j. **REMARKS** - Enter unit designation.

k. **DODIC** - Enter DODIC.

l. **FSC/NSN** – Leave Blank.

m. **DESCRIPTION** - Enter DODIC nomenclature.

Glossary

Section I. Abbreviations

AA&E	Arms, Ammunition, and Explosives
AAR	After Action Review
A&E	Ammunition and Explosives
ACL	Ammunition Combat Load
ACOM	Army Command
ACS	Army Chief Of Staff
AD	Ammunition Depot
AHA	Ammunition Holding Area
AK	Army in Korea
AKO	Army Knowledge On-Line
ALO	Authorized Level of Organization
AMA	Ammunition for Miscellaneous Activities
AMC	Army Materiel Command
AMDF	Army Master Data File
Ammo	Ammunition
AMTP	ARTEP Mission Training Plan
AP	Anti-Personnel
APFSDST-	Armor-Piercing Fin Stabilized Discarding Sabot-Tracer
API	Armor-Piercing Incendiary
API-T	Armor-Piercing Incendiary-Tracer
APS	Army Prepositioned Stocks
AR	Army Regulation
ARTEP	Army Training and Evaluation Program
ASA	Ammunition Support Activity

ASCC	Army Service Component Command
ASP	Ammunition Supply Point
ATACMS	Army Tactical Missile System
ATEC	Army Test and Evaluation Command
ATWESS	Antitank Weapon Effects Signature Simulator
BAO	Brigade Ammunition Officer
BLR	Basic Load Return
BN	Battalion
BTRY	Battery
CAC	Common Access Card
CAD	Cartridge Actuated Devices
CAL	Caliber
CALS	Committee for Ammunition Logistics Support
CAT	Category
CBT	Combat
CC	Condition Code
CCMCK	Close Combat Mission Capability Kit
CDR	Commander
CEV	Combat Engineer Vehicle
CFV	Cavalry Fighting Vehicle
CHG	Charge
CIIC	Controlled Inventory Item Code
CL	Combat Load
CLRP	Command Logistic Review Program
CLUS	Cluster
CO	Company

COB	Close of Business
CONUS	Continental United States
CoP	Community of Practice
CS	Combat Service
CSR	Controlled Supply Rate
CTA	Common Table of Allowance
CTG	Cartridge
CU	Cube
DA	Department of the Army
DAC	DA Civilian
DDI	Dummy, Drill and Inert
DCSLOG	Deputy Chief of Staff for Logistics
DCSOPS	Deputy Chief of Staff for Operations and Plans
DET	Detachment
DISP	Dispenser
DLS	Distributed Learning System
DODAAC	Department of Defense Activity Address Code
DODIC	Department of Defense Identification Code
DOT	Department of Transportation
DPICM	Dual-Purpose Improved Conventional Munitions
DRU	Direct Reporting Unit
DSTB	Division Special Troops Battalion
DTF	Digital Training Facility
EC	Event Code
EFMB	Expert Field Medical Badge
EIB	Expert Infantry Bade

ELEC	Electric
ENGR	Engineer
EOD	Explosive Ordnance Disposal
EST	Engagement Skills Trainer
EUSA	Eighth Army
FLEX	Flexible
FRAG	Fragmentation
FSC	Federal Supply Classification
FY	Fiscal Year
GMLR	Guided Missile and Large Rocket
G/S	Green Star
HAZMAT	Hazardous Material
HB	Heavy Barrel
HC	Hexachloroethane
HE	High Explosive
HEAT	High-Explosive Anti-Tank
HEDP	High-Explosive Dual-Purpose
HEI-T	High Explosive Incendiary-Tracer
HEP	High-Explosive Plastic
HERA	High-Explosive Rocket-Assisted
HMMWV	High Mobility Multi-Purpose Wheeled Vehicle
HQ	Headquarters
HQDA	Headquarters, Department of the Army
IAW	In Accordance With
IBL	Issue Basic Load
ICM	Improved Conventional Munitions

ILLUM	Illumination
IMCOM	Installation Management Command
INF	Infantry
IR	Infrared
ITV	Improved TOW Vehicle
JMC	Joint Munitions Command
J-SIIDS	Joint-Surveillance Intelligence/Intrusion Detection System
KATUSA	Korean Augmentation to the United States Army
LAR	Logistics Assistance Representative
LAW	Light Antitank Weapon
LAN	Local Area Network
LIN	Line Item Number
LKD	Linked
LNCHR	Launcher
LOA	Letter of Authorization
MACOM	Major Army Command
MATO	Material Officer
MB	Megabyte
MCR	Munitions Change Request
MDA	Maintenance and Demilitarization Activity
MEC	Mission Event Code
MED	Medium
MG	Machine Gun
MICLIC	Mine Clearing Line Charge
MKO	Munitions and KATUSA Operations
MLRS	Multiple Launch Rocket System

MM	Millimeter
MMC	Materiel Management Center
MMS	Missile and Munitions Section
MOA	Memorandum of Agreement
MOD	Modular
MOPMS	Modular Pack Mine System
MPSM	Multi-Purpose Submunition
MSC	Major Subordinate Command
MSC-K	Material Support Center-Korea
MSL	Missile
MTP	Mission Training Plan
MTOE	Modified Table of Organization and Equipment
NAR	Notice of Ammunition Reclassification
NGR	National Guard Regulation
NICP	National Inventory Control Point
NET	New Equipment Training
NLT	Not Later Than
NSN	National Stock Number
OCONUS	Outside Continental United States
OCP-K	Operational Command Post-Korea
ODCSLOG	Office of the Deputy Chief of Staff For Logistics
OPFOR	Opposing Forces
OPLANS	Operation Plans
OPLOAD	Operational Load
PAD	Propellant Actuated Devices
PARA	Parachute

PBO	Property Book Officer
PC	Personal Computer
PD	Point Detonating
PM	Provost Marshal
POD	Point of Debarkation
POE	Point of Embarkation
POI	Program of Instruction
POM	Program Objective Memorandum
PROJ	Projectile
QASAS	Quality Assurance Specialist, Ammunition Surveillance
QRF	Quick Reaction Force
QTY	Quantity
RC	Reserve Component
RCU	Remote Control Unit
RKT	Rocket
RFMSS	Range Facility Management Support System
RMP	Reprogrammable Microprocessor Program
RNLT	Reconcile No Later Than
ROK	Republic of Korea
ROKA	Republic of Korea Army
RP	Red Phosphorus
RSO	Range Safety Officer
RSOP	Readiness Standing Operating Procedures
SALS-K	Single Ammunition Logistic System-Korea
RSR	Required Supply Rate
SAAS	Standard Army Ammunition System

SAAS-MOD	Standard Army Ammunition System-Modernized
SCL	Stored Combat Load
SMG	Submachine Gun
SMK	Smoke
SNIP	Sniper
SOP	Standing Operating Procedures
SP	Self-Propelled
SPBS-R	Standard Property Book System-Revised
SPO	Security, Plans and Operations
SRC	Standard Requirements Code
SRT	Special Reaction Team
SSA	Service Support Activity
STRAC	Standards in Training Commission
SURF	Surface
TA4C	The Army Ammunition Authorization and Allocation Conference
TAM	Training Ammunition Manager
TAMIS	Total Ammunition Management Information System
TDA	Table of Distribution and Allowances
TEC	Training Event Code
TIR	Turn-In For Residue
TNT	Trinitrotoluene
TOC	Tactical Operations Command
TOE	Table of Organization and Equipment
TOW	Tube-Launched, Optically Tracked, Wire-Guided
TPS	Transportation Protection Service
TRANS	Transportation

TREX	Training and Exercise
TRK	Truck
TSC T	Heater Support Command
UBL	Unit Basic Load
UI	Unit of Issue
UFR	Unforecasted Request
UIC	Unit Identification Code
UIT	Unique Item Tracking
U.S.	United States (of America)
USARPAC	U.S. Army Pacific Command
USMC	United States Marine Corps
VEH	Vehicle
WARS	Worldwide Ammunition Reporting System
FMSWeb	Force Management System -The Army Automated Document System –Web Based
WP	White Phosphorous
WPN	Weapon
WR	War Reserve
WRSA	War Reserve Stocks for Allies
W/S	White Star
WT	Weight
YEL	Yellow

Section II. Terms

Allocation. Committee for Ammunition Logistical Support (CALS) apportioned authority for a depot to release munitions material to an ASP. *Note:* not to be confused with unit authorization.

Army Command (ACOM). A command that's directly subordinate to HQDA. The NGB and other units in TAMIS are referred to as an ACOM for the purpose of managing training ammunition. This does not imply that a command relationship exists between the National Guard Bureau and ARNG

units of the individual states. Nor does it indicate command relationships between units in each TAMIS hierarchy.

Army Service Component Command (ASCC). An Army force comprised primarily of operational organizations serving as the Army component of a combatant command or a sub-unified command.

Authorization.

   a. Official authority or legal power to expend ammunition.

   b. An in-kind budget by DODIC for ammunition items.

   c. The amount of ammunition an organization is authorized to expend in a fiscal year.

Direct Reporting Unit (DRU). An Army organization comprised of one or more units with institutional or operational functions; designated by the Secretary of the Army; providing broad general support to the total Army in a normally single, unique discipline, not otherwise available elsewhere in the Army. Organizations are characterized as reporting directly to a Headquarters, Department of the Army principal official and operate under independent administrative authorities established by the Secretary of the Army and normally associated with administrative control.

Dummy, Drilled and Inert (DDI) Munitions. Indicates ammunition is completely inert (contains no explosive, pyrotechnic, or chemical agent) and simulates the service items in most other respects. Designed and adapted for use in training and is not consumed in use.

Effective Date (E-Date). A six-position numeric code that signifies the actual date that an authorization document is effective; for example, 041001. The first two digits are the calendar year, the third and fourth are the month, and the fifth and sixth are the day.

Electronic Signature. An electronic representation of a person's signature. The electronic signature is most often contained in a computer file or on a Common Access Card (CAC). TAMIS uses electronic signature software to digitally sign the DA Form 581 (e581) used in the TAMIS Training Ammunition Request. By combining the electronic signature with an electronic DA Form 581, a request for training ammunition may be routed to the ASP using only computers. Like a written signature, the purpose of an electronic signature is to guarantee that the individual sending the message or form is really who they claim to be.

Forecast.

   a. To predict ammunition usage on the basis of correlated unit strength data and training plans.

   b. A prediction, indication, by customer units of future demand for ammunition, especially estimated demand for ammunition used by supporting supply activity to establish stock level objective.

Line Item Number (LIN). A 6-position alphanumeric code assigned to the generic nomenclature of a specific weapon or item of equipment for which ammunition is authorized.

Mission Event Code (MEC). ODCS G-3/5/7 or MACOM-directed unique code in TAMIS that describes a specific mission, event, or CONOPS. The code will be included in the remarks section of each handwritten DA Form 581 when required to describe a purpose or mission.

Major Subordinate Command (MSC). The commands within Eighth Army that are directly subordinate to Eighth Army.

Modified Table Of Organization And Equipment (MTOE). A table that prescribes in a single document, the modification of a basic TOE necessary to adapt it to the needs of a specific unit or type of unit.

Mobilization. The act of preparing for war or other emergencies through assembling and organizing national resources. It is the process by which the Armed Forces, or part of them, are brought to a state of readiness for war or other national emergency. This includes assembling and organizing personnel, supplies, and materiel for active military service, federalization of Reserve components, extension of terms of service, and other actions necessary to convert to a wartime posture.

Nonstandard Ammunition. Nonstandard ammunition are ammunition and explosives that have not completed safety type classification, do not have a National Stock Number (NSN) or DODIC, and are not available for procurement through the Defense supply system.

Operational Load. Ammunition, which encompasses ammunition issued for operational purposes. This includes, but may not be limited to, ammunition used in ceremonial events, burial details, and avalanche control; and signals used for traffic control, installation security, and force protection. There are two categories of operational load ammunition: (1) Ammunition to be maintained on hand, which includes ammunition carried in holsters used by military police and other installation security personnel, traffic control, force protection details, human remains recovery missions, and special reaction teams. This type of ammunition is normally maintained on a unit's property book and rotated at the end of each fiscal year. (2) Ammunition intended for expenditure that includes ammunition used for burial details, salute guns, weapons testing, and related use.

Operational Projects. These stocks are authorized materiel above unit authorizations and are designed to support one or more Army operations, plans, or contingencies.

Required Delivery Date (RDD). The date the materiel is required to be delivered. It's also the requested pickup date on DA Form 581 (e581).

Table of Distribution and Allowances (TDA). A table that prescribes the normal mission, organizational structure, and personnel and equipment requirements for a military unit and is the basis for an authorization document.

Table of Organization and Equipment (TOE). A table that prescribes the normal mission, organizational structure, and personnel and equipment requirements for a military unit and is the basis for an authorization document.

Unit Identification Code (UIC). A 6-position alpha or alpha-numeric code assigned to identify a specific unit and reflected in unit MTOE/TDA documentation.

Unit of Issue (UI). The measure used to issue items of supply. Examples are rounds (each), feet, and rolls.

War Reserve Stockage Objective. The total amount of munitions authorized by HQDA to be positioned in the Pacific Command. It includes ACL (owned by the ACOM) and AWR4 (owned by HQDA).